



Republic of the Philippines  
**SOUTHERN LUZON STATE UNIVERSITY**  
Lucban, Quezon

**BIDS AND AWARDS COMMITTEE**

**NOTICE TO PROCEED**

**ROSANNA V. EISMA**  
Office Manager  
**F & J DE JESUS, INC.,**  
7636 Guijo cor. Sacred Heart Street,  
San Antonio Village, Makati City

Ma'am:

Notice is hereby given to **F & J DE JESUS, INC.,** with the attached Contract of Procurement and to proceed your work regarding the **TEXTBOOKS AND INSTRUCTIONAL MATERIALS EXPENSES LOT - 4 FOREIGN BOOKS** effective DEC 29 2023.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Contract and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this Notice by signing attached copies in the space provided. Keep one copy and return the others to the Southern Luzon State University.

Very truly yours,

**NILO H. DATOR, EdD.**  
OIC, University President

I acknowledge receipt of this Notice on DEC 29 2023

Name of the Bidder: ROSANNA V. EISMA | F & J DE JESUS, INC.

Authorized Signature: