



Republic of the Philippines  
**SOUTHERN LUZON STATE UNIVERSITY**  
Lucban, Quezon  
(042) 540-6519

### NOTICE TO PROCEED

**LUNARCHEM TRADING**  
Sampaloc, Manila

Sir/Madam,

The attached Purchase Order No. 2023-12-0604 are already approved so **NOTICE** is given to LUNARCHEM TRADING for the purchase office supplies for 4th Quarter of 2023 requested by M. Placino - Supply Office with PR No. 2023-10-2148 Upon receipt of this Notice you are responsible to deliver the item / service under the terms & conditions of the Purchase Order & Contract of Procurement.

Please acknowledge receipt & acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to this Office.

Truly yours,

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

I acknowledge receipt of this Notice on : Feb 20, 2024

Name of the Representative of the of the Bidder: LUNARCHEM TRADING

Authorized Signature: 