



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

NOTICE TO PROCEED

RUTAQUIO SCHOOL AND OFFICE SUPPLIES
Tanay, Rizal

Sir/Madam,

The attached **Purchase Order No. 2024-03-0099** are already approved so **NOTICE** is given to **RUTAQUIO SCHOOL AND OFFICE SUPPLIES** for the purchase **office supplies and materials requested by C. Yao – BAO with PR No. 2024-01-0072** 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,


FREDERICK T. VILLA, DT
University President

I acknowledge receipt of this Notice on : MAY 02, 2024

Name of the Representative of the of the Bidder: **RUTAQUIO SCHOOL AND OFFICE SUPPLIES**

Authorized Signature: 
JAYSON H. RUTAQUIO