



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

NOTICE TO PROCEED

MERCY & CRISPIN CATERING SERVICES
Lucban, Quezon

Sir/Madam,

The attached **Purchase Order No. 2024-08-0402** are already approved so **NOTICE** is given to **MERCY & CRISPIN CATERING SERVICES** for the purchase **food expense for 1st and 2nd day of graduation requested by S. Manzanilla – CAS with PR No. 2024-08-1634**. 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 J. VILLA, DT
University President

I acknowledge receipt of this Notice on : AUG 12 2024

Name of the Representative of the of the Bidder: **MERCY & CRISPIN CATERING SERVICES**

Authorized Signature: maf