



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. 2024-09-0389 are already approved so NOTICE is given to LUNARCHEM TRADING for the purchase computer supplies for 3rd - 4th quarter requested by V. Villon - SUPPLY AND PROPERTY with PR No. 2024-06-1318. 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 M. VILLA, DT**  
University President

I acknowledge receipt of this Notice on: 08-11-2024

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

Authorized Signature: 