



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

### NOTICE TO PROCEED

**BUSINESS MACHINES CORPORATION**  
Makati, City

Sir/Madam,

The attached Purchase Order No. 2024-09-0449 are already approved so **NOTICE** is given to **BUSINESS MACHINES CORPORATION** for the purchase other supplies and materials for the institution of the COM requested by R. Abuy – COM with PR No. 2024-07-1552. 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: SEP 25 2024

Name of the Representative of the of the Bidder: **BUSINESS MACHINES CORPORATION**

  
Mylene Palalay

Authorized Signature: \_\_\_\_\_