



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

### NOTICE TO PROCEED

M.S ARIAS OFFICE SUPPLIES AND EQUIPMENT TRADING  
Lucena, City

Sir/Madam,

The attached Purchase Order No. 2024-09-0488 are already approved so NOTICE is given to M.S ARIAS OFFICE SUPPLIES AND EQUIPMENT TRADING for the purchase office supplies requested by A. Empamano - CHERM with PR No. 2024-07-1559. 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 : OCT 14 2024

Name of the Representative of the of the Bidder: M.S ARIAS OFFICE SUPPLIES AND EQUIPMENT TRADING

Authorized Signature: 