



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

NOTICE TO PROCEED

ARL SCHOOL AND OFFICE SUPPLIES TRADING
Tayabas, City

Sir/Madam,

The attached **Purchase Order No. 2024-09-0491** are already approved so **NOTICE** is given to **ARL SCHOOL AND OFFICE SUPPLIES TRADING** for the purchase **office supplies for 3rd and 4th Quarter requested by V. Vilion - SUPPLY AND PROPERTY** with **PR No. 2024-08-1757**. 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 : October 14, 2024

Name of the Representative of the of the Bidder: **ARL SCHOOL AND OFFICE SUPPLIES TRADING**

Authorized Signature: JOHN ALVARO O. LIMCUANDO