



Republic of the Philippines  
**SOUTHERN LUZON STATE UNIVERSITY**  
Lucban, Quezon

**BIDS AND AWARDS COMMITTEE**

**NOTICE TO PROCEED**

**MYLA M. BANTA**

Sales Consultant

**SONKKENS OFFICE EQUIPMENT TRADING**

Blk 1 Lot 28 City Park Subd.,  
Sabang, Lipa City, Batangas

Ma'am:

Notice is hereby given to **SONKKENS OFFICE EQUIPMENT TRADING**, with the attached Contract of Procurement and to proceed your work regarding **PROCUREMENT OF ACADEMIC RESOURCES AND EQUIPMENT IN SUPPORT TO SLSU TAYABAS LOT 4 CAMPUS AND OFFICE EQUIPMENT** effective OCT 01 2024.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Contract and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this Notice by signing attached copies in the space provided. Keep one copy and return the others to the Southern Luzon State University.

Very truly yours,

  
**FREDERICK T. VILLA, DT**  
University President

Acknowledging receipt of this Notice on OCT 01 2024

Printed Name of the Bidder: MYLA M. BANTA

Signature: 