



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

### NOTICE TO PROCEED

DE-ACES OFFICE ENTERPRISES  
Pasig, City

Sir/Madam,

The attached Purchase Order No. 2024-09-0508 are already approved so NOTICE is given to DE-ACES OFFICE ENTERPRISES for the purchase chairs (consolidated) requested by M. Zaballa – PROCUREMENT with PR No. 2024-07-1432. 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 : NOV. 21, 2024

Name of the Representative of the of the Bidder: DE-ACES OFFICE ENTERPRISES

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

Jean D. Gatolina