



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

NOTICE TO PROCEED

SURROUND GENERAL MERCHANDISING
Lucena, City

Sir/Madam,

The attached Purchase Order No. 2024-10-0588 are already approved so **NOTICE** is given **SURROUND GENERAL MERCHANDISING** for the purchase stainless steel logo with LED Strip (President's Office) requested by M. Makipgay - PDO INFRA. with PR No. 2024-09-1879. 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 VILLA, DT
University President

I acknowledge receipt of this Notice on : **NOV 25 2024**

Name of the Representative of the of the Bidder: **SURROUND GENERAL MERCHANDISING**

Authorized Signature: 