



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

## NOTICE TO PROCEED

**HOTEI HARDWARE AND CONSTRUCTION SUPPLY**  
Tayabas, City

Sir/Madam,

The attached **Purchase Order No. 2024-12-0704** are already approved so **NOTICE** is given to **HOTEI HARDWARE AND CONSTRUCTION SUPPLY** for the purchase of **stainless markers and SLSU logo** requested by **M. Makipagay - PDO INFRA/PROJECT MGNT. OFFICE** with **PR No. 2024-11-2199**. 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

**DEC 12 2024**

I acknowledge receipt of this Notice on : \_\_\_\_\_

Name of the Representative of the of the Bidder: **HOTEI HARDWARE AND CONSTRUCTION SUPPLY**

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