



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY

Lucban, Quezon
(042) 540-6519

NOTICE TO PROCEED

MEDIALABS GENERAL MERCHANDISE
Lucena, City

Sir/Madam,

The attached Purchase Order No. 2024-12-0703 are already approved so NOTICE is given to MEDIALABS GENERAL MERCHANDISE for the purchase of equipment and instructional materials requested by J. Magcawas - BSIT COMP. TECH. TIAONG with PR No. 2024-10-2054. 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 18 2024

I acknowledge receipt of this Notice on : _____

Name of the Representative of the of the Bidder: MEDIALABS GENERAL MERCHANDISE

Authorized Signature: _____
