



Republic of the Philippines  
**SOUTHERN LUZON STATE UNIVERSITY**

Lucban, Quezon  
(042) 540-6519

**NOTICE TO PROCEED**

**SLSU DEVELOPMENT COOPERATIVE**  
Lucban, Quezon

Sir/Madam,

The attached **Purchase Order No. 2024-12-0726** are already approved so **NOTICE** is given to **SLSU DEVELOPMENT COOPERATIVE** for the purchase **expenses for meetings and other related activities requested by F. Gutierrez – EXTENSION** with **PR No. 2024-01-0232**. 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

NOV 18 2024

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

Name of the Representative of the of the Bidder: **SLSU DEVELOPMENT COOPERATIVE**

Authorized Signature Maria Cristina S. Meceja