



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Luzon, Quezon



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

ARTJOHNLEY ENTERPRISES


Quezon City, Metro Manila

Sir/Madam,

The attached Purchase Order No. 2025-03-0109 are already approved so NOTICE is given to ARTJOHNLEY ENTERPRISES for the purchase of wireless microphone and extension cord requested by S. Manzanilla – CAS with PR No. 2025-02-0385. 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

MAR 24 2025

I acknowledge receipt of this Notice on : _____

Name of the Representative of the of the Bidder: ARTJOHNLEY ENTERPRISES

Authorized Signature:  KATHERINE C. CASIPIT