



Republic of the Philippines  
**SOUTHERN LUZON STATE UNIVERSITY**  
Lucban, Quezon



**OFFICE OF THE PRESIDENT**

## **NOTICE TO PROCEED**

### **M&G NON-SPECIALIZED WHOLESALE TRADING**

Muntinlupa, City

Sir/Madam,

The attached **Purchase Order No. 2025-02-0076** are already approved so **NOTICE** is given to **M&G NON-SPECIALIZED WHOLESALE TRADING** for the purchase of **coffee machine and grinder set requested by C. Yao - BAO with PR No. 2025-01-0176**. 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 F. VILLA, DT**  
University President

I acknowledge receipt of this Notice on : MAR 19 2025

Name of the Representative of the of the Bidder: **M&G NON-SPECIALIZED WHOLESALE TRADING**

Authorized Signature: *[Signature]*