



Republic of the Philippines  
**SOUTHERN LUZON STATE UNIVERSITY**  
Tuguegarao, Cagayan



OFFICE OF THE PRESIDENT

## NOTICE TO PROCEED

**METOS OFFSHORE, INC.**  
Cagayan De Oro, Misamis Oriental

Sir/Madam,

The attached Purchase Order No. 2025-03-0161 are already approved so **NOTICE** is given to **METOS OFFSHORE, INC.** for the purchase of tablet requested by J. Garay – LIBRARY with PR No. 2025-02-0567. 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,

  
**FREDERIC T. VILLA, DT**  
University President

APR 04 2025

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

Name of the Representative of the of the Bidder: **METOS OFFSHORE, INC.**

Authorized Signature:  **MELJAN DAVE R. SUSTITUIDO**