



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



OFFICE OF THE PRESIDENT

## NOTICE TO PROCEED

### **GLOVL TRADING AND GENERAL MERCHANDISE**

Lucena, City

Sir/Madam,

The attached **Purchase Order No. 2025-04-0279** are already approved so **NOTICE** is given to **GLOVL TRADING AND GENERAL MERCHANDISE** for the purchase of **kitchen range hood** requested by **C. Yao - BAO** with **PR No. 2025-01-0293** 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

I acknowledge receipt of this Notice on : MAY 21 2025

Name of the Representative of the of the Bidder: **GLOVL TRADING AND GENERAL MERCHANDISE**

Authorized Signature: 