



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



OFFICE OF THE PRESIDENT

## NOTICE TO PROCEED

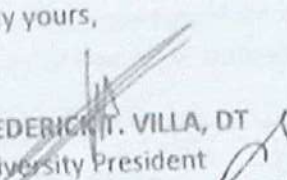
**MINDSHAPERS CO., INC.**  
RM. 108 ICP. Bldg. Recoletos St. Intramuros, Manila

Sir/Madam,

The attached Purchase Order No. 2025-04-0248 are already approved so **NOTICE** is given to **MINDSHAPERS CO., INC.** for the purchase of books for **SLSU Gumaca requested by J. Garay – LIBRARY** with PR No. 2025-03-0918 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.

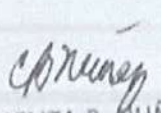
Truly yours,

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

MAY 08 2025

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

Name of the Representative of the of the Bidder: **MINDSHAPERS CO., INC.**

  
**CARMELITA B. NUÑEZ**

Authorized Signature: \_\_\_\_\_



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**SOUTHERN LUZON STATE UNIVERSITY**  
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**NOTICE TO PROCEED**

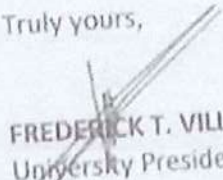
**MINDSHAPERS CO., INC.**  
RM. 108 ICP. Bldg. Recoletos St. Intramuros, Manila

Sir/Madam,

The attached Purchase Order No. 2025-04-0247 are already approved so **NOTICE** is given to **MINDSHAPERS CO., INC.** for the purchase of books for **SLSU Polillo, Infanta, Lucena, Alabat, Catanauan, Tiaong, CTE & CABHA** requested by **J. Garay - LIBRARY** with **PR No. 2025-03-0918**. 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,

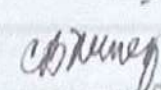
  
**FREDERICK T. VILLA, DT**  
University President

**MAY 08 2025**

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**CARMELITA B. NUNEZ**