



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



OFFICE OF THE PRESIDENT

### NOTICE TO PROCEED

WISEMAN'S BOOKS TRADING, INC.  
Quezon City, Metro Manila

Sir/Madam,

The attached Purchase Order No. 2025-04-0204 are already approved so NOTICE is given to WISEMAN'S BOOKS TRADING, INC. for the purchase of books for CABHA, Catanauan, Lucena & Tayabas Campus requested by J. Garay – LIBRARY with PR No. 2025-03-0921 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. DILLA, DL  
University President

**MAY 09 2025**

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

Name of the Representative of the of the Bidder: WISEMAN'S BOOKS TRADING, INC.

Authorized Signature: *Abel F. Marcelo*