



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



OFFICE OF THE PRESIDENT

## NOTICE TO PROCEED

**PROVENTURES ARTS AND CRAFTS MANUFACTURING**  
Lucban, Quezon

Sir/Madam,

The attached Purchase Order No. 2025-04-0307 are already approved so **NOTICE** is given to **PROVENTURES ARTS AND CRAFTS MANUFACTURING** for the purchase of trophies and medals for ICCAC 2025 requested by S. Abustan - OSAS SDP with PR No. 2025-04-1173 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 06 2025

Name of the Representative of the of the Bidder: **PROVENTURES ARTS AND CRAFTS MANUFACTURING**

Authorized Signature: JOBELLE MARIE M. ENCISO