



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



OFFICE OF THE PRESIDENT

## NOTICE TO PROCEED

**DIGITAL GATEWAY COMPUTER TRADING**

Lucena, City

Sir/Madam,

The attached Purchase Order No. 2025-06-0530 are already approved so NOTICE is given DIGITAL GATEWAY COMPUTER TRADING for the purchase of supplies and materials requested by F. Gutierrez - EXTENSION with PR No. 2025-05-1606. 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

**JUL 21 2025**

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

Name of the Representative of the of the Bidder: **DIGITAL GATEWAY COMPUTER TRADING**

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