



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

MERCY AND CRISPIN CATERING SERVICES

Lucban, Quezon

Sir/Madam,

The attached **Purchase Order No. 2025-07-0606** are already approved so **NOTICE** is given **MERCY AND CRISPIN CATERING SERVICES** for the purchase of **foods expense before and during graduation requested by D. Dejelo - VP AA with PR No. 2025-07-1862 2025-07-1863 2025-07-1864**. 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 : JUL 25 2025

Name of the Representative of the of the Bidder: **MERCY AND CRISPIN CATERING SERVICES**

Authorized Signature: Manf