



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



OFFICE OF THE PRESIDENT

## **NOTICE TO PROCEED**

**JSYM CONSTRUCTION SERVICES**  
Pagbilao, Quezon

Sir/Madam,

The attached **Purchase Order No. 2025-07-0646** are already approved so **NOTICE** is given to **JSYM CONSTRUCTION SERVICES** for the purchase of **Professional Fee for Sign and Seal of Documents for Building Permit and Occupancy Permit of SLSU Main Covered Court** requested by **M. Makipagay - PMO** requested by **M. Makipagay - PMO** with **PR No. 2025-06-1726**. 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 : AUG 12 2025

Name of the Representative of the of the Bidder: **JSYM CONSTRUCTION SERVICES**

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