



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

EYNS HOTEL & RESTAURANT
Catanauan, Quezon

Sir/Madam,

The attached Purchase Order No. 2025-07-0640 are already approved so NOTICE is EYNS HOTEL & RESTAURANT for the purchase of Graduation Expenses requested by C. Alcantara – CATANAUAN with PR No. 2025-07-1858. 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 05 2025

Name of the Representative of the of the Bidder: EYNS HOTEL & RESTAURANT

Authorized Signature:  _____