



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Tuguegarao, Cagayan



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

BOXDEL PRINTING SERVICES
Sta. Ana, Manila

Sir/Madam,

The attached Purchase Order No. 2025-08-0662 are already approved so NOTICE is given to BOXDEL PRINTING SERVICES for the purchase of printing and publication of Synergy requested by B. Villaverde – KMO with PR No. 2025-06-1789. 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,


FREDERIC T. VILLA, DT
University President

I acknowledge receipt of this Notice on : AUG 20 2025

Name of the Representative of the of the Bidder: BOXDEL PRINTING SERVICES

Authorized Signature: 