



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

CAPITAL MEDICAL SUPPLIES
San Juan, City

Sir/Madam,

The attached Purchase Order No. 2025-08-0658 are already approved so NOTICE is given to CAPITAL MEDICAL SUPPLIES for the purchase of top loading balance requested by S. Lopez – MRTI with PR No. 2025-04-1328. 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 : 8-20-25

Name of the Representative of the of the Bidder: CAPITAL MEDICAL SUPPLIES

Authorized Signature: _____


LOVELY JEAN R. PINGOL
Store Manager