



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



OFFICE OF THE PRESIDENT

## NOTICE TO PROCEED

JOHN SPENCER YEE MAXIMO  
Owner  
**JSYM CONSTRUCTION SERVICES**  
Pagbilao, Quezon

Sir/Madam,

The attached **Purchase Order No. 2025-08-0748** are already approved so **NOTICE** is given to **JSYM CONSTRUCTION SERVICES** for the purchase of **repair and maintenance of Tropical Wine and Distilled Spirit Laboratory** requested **A. Laguador - RESEARCH CIT** with **PR No. 2025-07-1995**. 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 : SEP 08 2025

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

Authorized Signature: 