



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

NORIEL J. DE MESA
Owner
JNKD CONSUMER GOODS TRADING
Lucena, City

Sir/Madam,

The attached **Purchase Order No. 2025-10-0941** are already approved so **NOTICE** is given to **JNKD CONSUMER GOODS TRADING** for the purchase of **Conference Table for Research Project "Improvement of SLSU's Hybrid Workplace Environment"** requested **R. Danganan - RESEARCH CIT** with **PR No. 2025-05-1529**. 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 : October 28, 2025

Name of the Representative of the of the Bidder: **JNKD CONSUMER GOODS TRADING**

Authorized Signature: 