



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

MA. TERESA V. URCIA

Owner

AMTES COMMERCIAL AND GENERAL MERCHANDISE

Lucena, City

Sir/Madam,

The attached Purchase Order No. 2025-09-0830 are already approved so NOTICE is given AMTES COMMERCIAL AND GENERAL MERCHANDISE for the purchase of Materials for Repair and Maintenance of 2 Academic Bldg. requested by J. Alinea - LUCENA with PR No. 2025-07-1836. 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 : OCT 06 2025

Name of the Representative of the of the Bidder: **AMTES COMMERCIAL AND GENERAL MERCHANDISE**

Authorized Signature: 