



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



OFFICE OF THE PRESIDENT

## NOTICE TO PROCEED

PAMELA JOY MENDOZA  
Sales and Marketing Representative  
ROYALE PARC HOTELS AND RESORTS, INC.  
Tagaytay City, Cavite

Sir/Madam,

The attached Purchase Order No. 2025-10-0891 are already approved so **NOTICE** is given to ROYALE PARC HOTELS AND RESORTS, INC. for the purchase of Training Expense for Training-Workshop & Retooling for Internal Quality Auditors from Main and Satellite Campuses requested G. Dimaranan - QUALITY ASSURANCE with PR No. 2025-09-2358. 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 07 2025

Name of the Representative of the of the Bidder: ROYALE PARC HOTELS AND RESORTS, INC.

Authorized Signature: 