



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

ROBERT T. CASAUAY
Owner
RTC LABORATORY SERVICES AND SUPPLY HOUSE
Quezon City, Metro Manila

Sir/Madam,

The attached Purchase Order No. 2025-09-0829 are already approved so NOTICE is given to RTC LABORATORY SERVICES AND SUPPLY HOUSE for the purchase of Medical and Dental Supplies requested by J. Francisco – COM with PR No. 2025-08-2109. 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 V. VILLA, DT
University President 

I acknowledge receipt of this Notice on : OCT 08 2025

Name of the Representative of the of the Bidder: RTC LABORATORY SERVICES AND SUPPLY HOUSE

Authorized Signature: 