



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



OFFICE OF THE PRESIDENT

**NOTICE TO PROCEED**

FERDINAND A. BOLFANE

Owner

4 SISTER'S CONSTRUCTION SUPPLIES TRADING

Tayabas, Quezon

Sir/Madam,

The attached Purchase Order No. 2025-11-1108 are already approved so NOTICE is given to 4 SISTER'S CONSTRUCTION SUPPLIES TRADING for the purchase of Relocation and Establishment of REPDI Huddle Room requested N. Guinto - RESEARCH with PR No. 2025-10-2654. 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 : DEC 17 2025

Name of the Representative of the of the Bidder: 4 SISTER'S CONSTRUCTION SUPPLIES TRADING

Authorized Signature: