



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



OFFICE OF THE PRESIDENT

## NOTICE TO PROCEED

MAY ANN SERANO  
Representative  
CLIMATECH MECHA SOLUTION INC.  
Sta. Rosa City, Laguna

Sir/Madam,

The attached Purchase Order No. 2025-12-1158 are already approved so NOTICE is given CLIMATECH MECHA SOLUTION INC. for the purchase of **Consolidated Aircon for Offices, Colleges and Satellite** requested by M. Zaballa – PROCUREMENT with PR No. 2025-09-2399. 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 : December 15, 2025

Name of the Representative of the of the Bidder CLIMATECH MECHA SOLUTION INC.

Authorized Signature: \_\_\_\_\_