



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



OFFICE OF THE PRESIDENT

## NOTICE TO PROCEED

KRISTINE RADA ABILLAR  
Owner  
**PECTO'S BAKERY**  
Lucban, Quezon

Sir/Madam,

The attached **Purchase Order No. 2025-12-1178** are already approved so **NOTICE** is given to **PECTO'S BAKERY** for the purchase of **hotel and café commemorative products (when the need arise)** (November 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 2025) requested by M. De Veluz – BAO with PR No. **2025-10-2532**. 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 : NOV 12 2025

Name of the Representative of the of the Bidder: **PECTO'S BAKERY**

Authorized Signature: 