



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Luchan, Quezon



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

JOHN SPENCER YEE MAXIMO
Owner
JSYM CONSTRUCTION SERVICES
Pagbilao, Quezon

Sir/Madam,

The attached **Purchase Order No. 2025-11-1104** are already approved so **NOTICE** is given to **JSYM CONSTRUCTION SERVICES** for the purchase of **Materials for Repair of CTE Audio Visual Room** requested by **R. San Jose - GSO** with **PR No. 2025-10-2606**. 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 15 2025

Name of the Representative of the of the Bidder: **JSYM CONSTRUCTION SERVICES**

Authorized Signature: 