



Republic of the Philippines  
**SOUTHERN LUZON STATE UNIVERSITY**  
Lucban, 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. 2025-12-1204** are already approved so **NOTICE** is given to **JSYM CONSTRUCTION SERVICES** for the purchase of **Materials for Repair and Rehabilitation** at **Old SLSU Gumaca Campus and New SLSU Gumaca Campus** requested by **I. Tangalin – GUMACA** with **PR No. 2025-10-2692** 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

**DEC 26 2025**

I acknowledge receipt of this Notice on : \_\_\_\_\_

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

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

