



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon

OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

NINIO R. BAUTISTA
Owner
SONKKENS OFFICE EQUIPMENT TRADING
Lipa City, Batangas

Sir/Madam,

The attached **Purchase Order No. 2026-04-0237** are already approved so **NOTICE** is given to **SONKKENS OFFICE EQUIPMENT TRADING** for the purchase of **Other Supplies and Materials Expense** requested by **M. DE VELUZ – BAO** with **PR No. 2026-03-0971**. 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, DTech
University President

I acknowledge receipt of this Notice on : _____

MAY 05 2026

Name of the Representative of the of the Bidder: **SONKKENS OFFICE EQUIPMENT TRADING**

Authorized Signature: _____





Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon

OFFICE OF THE PRESIDENT

NOTICE OF AWARD

APR 30 2026

NINIO R. BAUTISTA

Owner

Sonkkens Office Equipment Trading

Lipa City, Batangas

Dear Sir/Madame,

We are glad to inform you that the Procurement of the **OTHER SUPPLIES AND MATERIALS FOR PRINTSHOP (BAO)** With **P.R. No. 2026-03-0971** is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Quotation at a Contract Price equivalent to **ONE HUNDRED FIFTY-FOUR THOUSAND SIX HUNDRED TWENTY-TWO PESOS AND FOURTEEN CENTAVOS ONLY (₱ 154,622.14)**.

You are therefore required, within ten (10) calendar days from the receipt of this Notice of Award, to formally enter into a contract with us.

Very truly yours,


FREDERICK T. VILLA, DT
University President

Conforme:


SONKKENS OFFICE EQUIPMENT TRADING

Date: APR 30 2026