



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon

OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

ELVIN S. TEVES
Representative
LABOTECH TRADING
Parañaque City, Metro Manila

Sir/Madam,

The attached Purchase Order No. 2026-05-0325 are already approved so NOTICE is given to LABOTECH TRADING for the purchase of Supplies and Materials requested by J. SAN JOSE – CAG with PR No. 2026-03-0970. 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: JUN 15 2026

Name of the Representative of the of the Bidder: **ELVIN S. TEVES**
LABOTECH TRADING

Authorized Signature: 