



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucena, Quezon

OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

BARACHAEL ANGELO T. LOO

Owner

DIGITAL GATEWAY COMPUTER TRADING

Lucena, City

Sir/Madam,

The attached **Purchase Order No. 2026-06-04** are already approved so **NOTICE** is given to **DIGITAL GATEWAY COMPUTER TRADING** for the purchase of **Supply and Delivery of ICT Supplies and Equipment** requested by **F. PASUMBAL - MIS** with **PR No. 2026-05-1519**. 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 : **JUL 13 2026**

Name of the Representative of the of the Bidder: **DIGITAL GATEWAY COMPUTER TRADING**

Authorized Signature: 