



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon

OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

MARIA CRISTINA S. MECEJA
General Manager
SLSU DEVELOPMENT COOPERATIVE
Lucban, Quezon

Sir/Madam,

The attached **Purchase Order No. 2026-07-0559** are already approved so **NOTICE** is given to **SLSU DEVELOPMENT COOPERATIVE** for the purchase of **Other Supplies and Materials Expense - PRAISE** requested by **A. PERAS – HRMO** with **PR No. 2026-06-1701**. Upon receipt of this **Notice** you are responsible to deliver the item / service under the terms & conditions of the **Purchase Order & Contract of Procurement**.

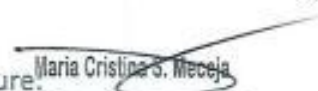
Please acknowledge receipt & acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to this Office.

Truly yours,


FREDERICK T. VILLA, DTech
University President

I acknowledge receipt of this Notice on : JUL 28 2026

Name of the Representative of the of the Bidder: **SLSU DEVELOPMENT COOPERATIVE**

Authorized Signature: 
Maria Cristina S. Meceja



Republic of the Philippines
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OFFICE OF THE PRESIDENT

NOTICE OF AWARD

MARIA CRISTINA S. MECEJA
General Manager
SLSU Development Cooperative
Lucban, Quezon

Dear Sir/Madame,

We are glad to inform you that the Procurement of the **PLAQUE, BOQUET AND LEI FOR SERVICE RETIREMENT AWARDS (HRMO)** With **P.R. No. 2026-06-1701** is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Quotation at a Contract Price equivalent to **FIFTY-FOUR THOUSAND PESOS ONLY (P 54,000.00)**.

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:


SLSU DEVELOPMENT COOPERATIVE

Date: JUL 21 2026