



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucena, Quezon

OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

ROMMEL P. JUNIAR
Owner
SURROUND GENERAL MERCHANDISING
Lucena, City

Sir/Madam,

The attached Purchase Order No. 2026-07-0557 are already approved so NOTICE is given to SURROUND GENERAL MERCHANDISING for the purchase of Upgrading and Improvement of CAM Auditorium Phase 2 requested by M. MAKIPAGAY – PMO with PR No. 2026-03-0924. 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 29 2026

Name of the Representative of the of the Bidder: **SURROUND GENERAL MERCHANDISING**

Authorized Signature: 