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. 2026-10-0800** 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. 2026-09-2417.** 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 : 10/22/26

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

**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 **TARPAULIN AND INK (BAO)** With **P.R. No. 2026-09-2417** is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Quotation at a Contract Price equivalent to **NINETY-THREE THOUSAND SIX HUNDRED EIGHTEEN PESOS AND SEVENTY-EIGHT CENTAVOS ONLY (₱ 93,618.78).**

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: 10/19/26