



NOTICE TO PROCEED

f SEPTEMBER 05, 2022
Date

DIAMOND-EMPIRE MARKETING

Anonas Street, NDC Compound, Sta. Mesa,
Sampaloc, 063, Barangay 628,
Manila

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Audio and Sound Equipment** for the use of the **Public Information Office** under **Purchase Request No. 100-22-02-477**, covered by **Purchase Order No. 22-08-1816** has been duly approved.

You are hereby directed to perform your obligations as stipulated in the contract. No revisions of the contract shall take effect unless approved in writing by this office.

Very truly yours,

VICTOR MA. REGIS N. SOTTO
City Mayor

By authority of the City Mayor:

f
ATTY. JERONIMO U. MANZANERO
City Administrator

Conforme: *f* **CHRISTIA G. BERE**
Authorized Representative
DIAMOND-EMPIRE MARKETING

Date: *f* SEPTEMBER 05, 2022