



OFFICE OF THE MAYOR

NOTICE TO PROCEED

05 September 2022

Date

ALX OFFICE AND SCHOOL SUPPLIES TRADING

514 Natividad Street, Zone 8,
Barangay 063, District 2,
Pasay City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Training Supplies for Various Workshop/ Seminar – Kanlungan sa Pasig** for the use of the **Gender and Development** under **Purchase Request No. 100-22-06-770**, covered by **Purchase Order No. 22-08-1886** 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:


ATTY. JERONIMO U. MANZANERO ²⁰
City Administrator

Conforme: 
ROBERT A. GUILLERMO
Authorized Representative
**ALX OFFICE AND SCHOOL
SUPPLIES TRADING**

Date: 9/5/22