



OFFICE OF THE MAYOR

**NOTICE TO PROCEED**

28 September 2022

**TWIN LAKES HOTEL INC.**

Barangay Dayap - Itaas,  
Laurel, Batangas

**Attention: EFREN JUDE L. DIAZ**

Gentlemen/Mesdames:

We wish to inform you that your contract procured through Negotiated Procurement (Lease of Real Property and Venue) for the **Lease of Venue for the Sustainable Actions Para sa Patuloy na Pag-ayos ng Pag-asa sa Pasig City through the Executive Legislative Agenda (ELA) Capacity Development Program** for the use of **Sangguniang Panlungsod** under Lease Contract No. **100-22-09-1187** 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**  
City Administrator

Conforme:   
**EFREN JUDE L. DIAZ**  
**Authorized Representative**  
**TWINLAKES HOTEL, INC.**

Date: 09-29-2022