



**NOTICE TO PROCEED**

03 November 2022

Date

**MNJ TRADING**

Unit 203, Fiori Bldg. Capri Oasis,  
Dr. Sixto Antonio Avenue,  
Brgy. Maybunga, Pasig City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Projector for the Admin Section - City Treasurer's Office** under **Purchase Request No. 100-22-08-1113**, covered by **Purchase Order No. 22-10-1991** 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: **REY KEVIN L. VILLANUEVA**  
Authorized Representative  
MNJ Trading

Date: 11-3-22