



OFFICE OF THE MAYOR

NOTICE TO PROCEED

October 26, 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 Training Materials for the Rapid Damage Assessment and Need Analysis (RDANA) Training Course** for the **Pasig City Disaster Risk Reduction and Management Office** under **Purchase Request No. 100-22-08-1074**, covered by **Purchase Order No. 22-10-2010** 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^{7/6}
City Administrator

Conforme: 
REY KEVIN L. VILLANUEVA
Authorized Representative
MNJ TRADING

Date: 10/26/22