



**NOTICE TO PROCEED**

28 October 2022

Date

**UPRIGHT INDUSTRIAL CHEMICALS AND SUPPLY**

#335 M.L Quezon Street,  
Lower Bicutan, Taguig City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Supplies and Equipment** for the **City Civil Registry Office** under **Purchase Request No. 100-22-02-556**, covered by **Purchase Order No. 22-10-2045** 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: An Santos*  
**ATTY. JERONIMO U. MANZANERO**  
City Administrator

Conforme:                     *ESPIE P. CARANDANG*                      
**Authorized Representative**  
**UPRIGHT INDUSTRIAL**  
**CHEMICALS AND SUPPLY**

Date: *10/28/2022*