



OFFICE OF THE MAYOR

NOTICE TO PROCEED

08 November 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 HR Coordinators Empowerment Seminar/Workshop** for the **Human Resource Development Office** under Lease Contract No. 100-22-09-1221 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
TWIN LAKES HOTEL, INC.

Date: November 8, 2022