



OFFICE OF THE MAYOR

**NOTICE TO PROCEED**

November 23, 2022

**OAKRIDGE PROPERTIES, INC.**  
25 ADB Avenue,  
San Antonio, Pasig City

**Attention: JANICE AIRENE Z. TIAMBENG**

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 5-Day Coaches Training on Management of the Dead and Missing (MDM) Persons for the Pasig City MDM Response Cluster** for the **Pasig City Disaster Risk Reduction and Management Office** under Lease Contract No. **100-22-09-5728** 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: Jeronimo U. Manzanero*  
**ATTY. JERONIMO U. MANZANERO**  
City Administrator

Conforme: JANICE AIRENE Z. TIAMBENG  
Authorized Representative  
**OAKRIDGE PROPERTIES INC.**

Date: November 23, 2022