



OFFICE OF THE MAYOR

## NOTICE TO PROCEED

17 NOVEMBER 2022

Date

### **JBS88 TRADING**

Blk 6 Lot 2, Ireneo Street,  
Suarezville, Pinagbuhatan,  
Pasig City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Customized Shirts and Medals for the Distance Run Challenge - Human Resource Development Office** under **Purchase Request No. 100-22-09-6088**, covered by **Purchase Order No. 22-11-2098** 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**<sup>Ph</sup>  
City Administrator

Conforme: JESS B. SANTOS  
Authorized Representative  
JBS88 TRADING

Date:

11/17/22