



**NOTICE TO PROCEED**

24 November 2022

Date

**INNOVATION PRINTSHOPPE, INC.**

2224-2225 Concha St.,  
San Andres Bukid, Sta Ana,  
087, Brgy. 801, Manila

Dear Sir/Madam:

We wish to inform you that your contract for the **Publication of Pasig Newsletter** for the **Public Information Office** under **Purchase Request No. 100-22-09-6077**, covered by **Purchase Order No. 22-11-2112** 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:

*Chingol*  
*per Adimer Gado*  
**YVES KENNETH P. MALLARI**

**Authorized Representative**  
**INNOVATION PRINTSHOPPE, INC.**

Date:

*Nov 24, 2022*