



OFFICE OF THE MAYOR

## NOTICE TO PROCEED

23 November 2022

Date

### **ALX OFFICE AND SCHOOL SUPPLIES TRADING**

514 Natividad Street, Zone 8,  
Barangay 063, District 2,  
Pasay City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Stickers for the Uniformity and Proper Identification of Renewed Franchise** for the **Tricycle Operation Regulatory Office** under **Purchase Request No. 100-22-09-1201**, covered by **Purchase Order No. 22-11-2129** 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:   
**ROBERT A. GUILLERMO**  
Authorized Representative  
**ALX OFFICE AND SCHOOL  
SUPPLIES TRADING**

Date:

11/23/22