



PASIG

UMAAGOS ANG PAG-ASA

OFFICE OF THE MAYOR

NOTICE TO PROCEED

29 November 2022

CALIRAYA RESORT CLUB, INC.

Brgy. Lewin, Lumban, Laguna 4014

Attention: CONCHITA VILLANUEVA

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 2022 Year-End Evaluation** for the **Management Information System Office** under Lease Contract No. **100-22-11-6309** 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 *PLy*
City Administrator

Conforme:

Villanueva
CONCHITA VILLANUEVA

Authorized Representative
CALIRAYA RESORT CLUB, INC.

Date: Nov. 29, 2022