

OFFICE OF THE MAYOR

## NOTICE TO PROCEED

07 December 2022

Date

**EASTERN A COMPANY INC.**

16 Camia Street, Royal Subdivision,  
Brgy. San Juan, Taytay,  
Rizal

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Materials for Cremation** for the **City Health Office** under **Purchase Request No. 100-22-11-6351**, covered by **Purchase Order No. 22-11-2170** 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:

  
**ARNOLD B. RILLORTA**  
Authorized Representative  
**EASTERN A COMPANY INC.**

12.07.22

Date: