



OFFICE OF THE MAYOR

NOTICE TO PROCEED

05 DECEMBER 2022

Date

TERRATEK BUSINESS CONSULTING AND SERVICES

440 Puriza Street, Santa Mesa,
Sampaloc 043, Barangay 425, Manila

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and delivery of Prepaid Load Cards for Academic Affairs** for the **Pamantasan ng Lungsod ng Pasig** under **Purchase Request No. 100-22-09-5988**, covered by **Purchase Order No. 22-11-2158** 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: **JONATHAN S. ALCARTADO**
Authorized Representative
TERRATEK BUSINESS
CONSULTING AND SERVICES

Date: 12/5/22