



OFFICE OF THE MAYOR

NOTICE TO PROCEED

December 07, 2022

Date

DIAMOND-EMPIRE MARKETING

Anonas Street, NDC Compound, Sta. Mesa,
Sampaloc, 063, Barangay 628,
Manila

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Office Supplies, Medical Kits, and Other Supplies for the Public Safety Division - Peace and Order Department** under **Purchase Request No. 100-22-06-1197**, covered by **Purchase Order No. 22-11-2084** 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: MICO IVAN L. LAO *Reginal Reginal*
Authorized Representative
DIAMOND-EMPIRE MARKETING

Date: *Dec 07, 2022*