



OFFICE OF THE MAYOR

NOTICE TO PROCEED

09 DECEMBER 2022

Date

CHEF LYNN CATERING SERVICES

L1 & 2 A, Blk11 Lot12 Corner,
Arayat Street, Metro Montana,
Burgos Rodriguez, Rizal

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Food Provision for the Capacity Building** for the **City Planning and Development Office** under **Purchase Request No. 100-22-11-6385**, covered by **Purchase Order No. 22-12-2200** 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: MARLYN G. ROSALES
Authorized Representative
CHEF LYNN CATERING SERVICES

Date: Dec. 9, 2022