



NOTICE TO PROCEED

21 DECEMBER 2022

Date

SUNTAWOOD HOME AND OFFICE INC.

Unit C & D, 2nd Flr. B1 L7, Ma. Luisa,
Subd. Zabarte Rd. Brgy. 177,
Dist.1, Caloocan City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Furniture and Fixtures** for the **City Health Office** under **Purchase Request No. 100-22-11-6349**, covered by **Purchase Order No. 22-12-2214** 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: 
GEMMA T. PENITON
Authorized Representative
**SUNTAWOOD HOME AND OFFICE
INC.**

Date:

12-21-20