



OFFICE OF THE MAYOR

NOTICE TO PROCEED

28 December 2022

SHOWTEC AUDIO AND LIGHTS SOLUTIONS CO.

Unit 102 Minnesota Mansion Bldg., 267 Ermin Garcia Ave.,
Silangan, Quezon City

Dear Sir/Madam:

The attached Purchase Order/Service Contract No. 22-12-2336
dated 28 December 2022 having been approved, you are hereby directed to
proceed with the project immediately and complete the same within fifteen
(15) calendar days, but in no case to exceed 31 December 2022, without
extension.

Please acknowledge receipt and acceptance of this Notice by signing in the
space provided below. Kindly return the original to the **PROCUREMENT
MANAGEMENT OFFICE.**

Very truly yours,

HON. VICTOR MA. REGIS N. SOTTO
City Mayor

By the Authority of the Mayor

ATTY. JERONIMO U. MANZANERO
City Administrator

Authorized signature: _____

Name of the Representative of the Bidder: **JOHN KRISTIAN GONZAGA**

I acknowledge receipt of this Notice on: 28 December 2022