



OFFICE OF THE MAYOR

NOTICE TO PROCEED

December 19, 2022
Date

E.LLANA MARKETING & INDUSTRIAL ENTERPRISES
06 East Capitol Drive,
Kapitolyo, Pasig City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Animal/Zoological Supplies** for the **Pasig City Disaster Risk Reduction Management Office** under **Purchase Request No. 100-22-08-5724**, covered by **Purchase Order No. 22-11-2208** 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: 
EMELYN LLANA CRUZ
Authorized Representative
**E.LLANA MARKETING &
INDUSTRIAL ENTERPRISES**

Date: 