



LUNGSOD NG
PASIG
UMAAGOS ANG PAG-ASA

OFFICE OF THE MAYOR

NOTICE TO PROCEED

27 March 2023

PHILCOPY CORPORATION

No.793 J.P. Rizal Avenue,
Poblacion, Makati City

Dear Sir/Madam:

The attached Purchase Order/Service Contract No. 23-03-0071 dated 03/07/2023 having been approved, you are hereby directed to proceed with the project immediately and complete the same within thirty (30) calendar days, 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: **ROLANDO B. CRUZ**

I acknowledge receipt of this Notice on: 3-27-2023