



OFFICE OF THE MAYOR

NOTICE TO PROCEED

31 MARCH 2023

Date

SE7EN SERVICES AND TRADING COMPANY INC.

1A Ynares Street, San Juan Heights Subd.,
Mahabang Parang, Binangonan, Rizal

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Office Furniture and Fixtures** for the **Pamantasan ng Lungsod ng Pasig** under **Purchase Request No. 100-22-09-5985**, covered by **Purchase Order No. 23-03-0096** 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: 
ARNOLD B. RILLORTA
Authorized Representative
**SE7EN SERVICES AND TRADING
COMPANY INC.**

Date: 03.31.23