



LUNGSOD NG
PASIG
UMAAGOS ANG PAG-ASA

OFFICE OF THE MAYOR

NOTICE TO PROCEED

24 APRIL 2023

AD & DA TRADE AND BUSINESS INC.

6TH Flr. Revolving Tower, Pasig Mega Market,
Brgy. San Nicolas, Pasig City

Dear Sir/Madam:

The attached Purchase Order/Service Contract No. 23-03-0095
dated 16 MARCH 2023 having been approved, you are hereby directed to
proceed with the project immediately and complete the same within Ninety (90)
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: **ERROL DONOVAN H. TORREMANA**

I acknowledge receipt of this Notice on: 04 / 04 / 23