



**NOTICE TO PROCEED**

2 May 2023

Date

**GAKKEN PHILIPPINES, INC.**

#130 Aurora Blvd., Cor. A.,  
Lake St., San Juan City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Digital Duplicator Machine for the Procurement and Materials Management - Pasig City Children's Hospital** under **Purchase Request No. 100-23-02-598**, covered by **Purchase Order No. 23-04-0147** 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: RUEL M. ANDES  
Authorized Representative  
**GAKKEN PHILIPPINES, INC.**

Date: 05 - 02 - 2023