



NOTICE TO PROCEED

17 MAY 2023

Date

DOIN FURNITURE TRADING

B2 L24 Ph3, Eastwood Greenview,
Subdivision, San Isidro,
Rodriguez, Rizal

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Office Chairs** for the **City Budget Office** under **Purchase Request No. 100-23-03-517**, covered by **Purchase Order No. 23-05-0188** 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: JUN G. JONSON
Authorized Representative
DOIN FURNITURE TRADING

Date: 5-17-23

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