



NOTICE TO PROCEED

22 MAY 2023

**OAKRIDGE PROPERTIES INC.
25 ADB Ave. San Antonio, Pasig City**

Attention: JANICE AIRENE Z. TIAMBENG

Gentlemen/Mesdames:

We wish to inform you that your contract procured through Negotiated Procurement (Lease of Real Property and Venue) for the **Lease of Venue for Leave Administration Course on Effectiveness (LACE)- Human Resource Development Office** for the **Human Resource Development Office** under Lease Contract No. **100-23-04-705** 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: **JANICE AIRENE Z. TIAMBENG**
Authorized Representative
OAKRIDGE PROPERTIES INC.

Date: May 22, 2023