



**NOTICE TO PROCEED**

02 June 2023

Date

**PHILIPPINE DUPLICATORS, INC.**  
CCC Bldg., KM 14 West Service Road,  
Edison Avenue, Barangay Merville,  
Parañaque City.

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Spare Parts for the Existing Gestetner Machine for the Central Supply Management Division - General Services Office** under **Purchase Request No. 100-23-01-197**, covered by **Purchase Order No. 23-05-0236** has been duly approved.


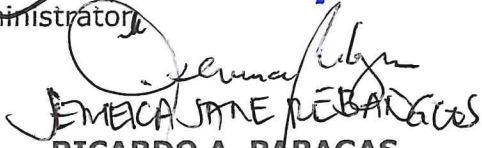
You are hereby directed to perform your obligations as stipulated in the contract. No revisions of the contract shall take effect unless approved in writing by this office.

Very truly yours,

**VICTOR MA. REGIS N. SOTTO**  
City Mayor

By authority of the City Mayor:

**ATTY. JERONIMO U. MANZANERO**  
City Administrator

Conforme:   
  
**RICARDO A. PARAGAS**  
Authorized Representative  
**PHILIPPINE DUPLICATORS, INC.**

Date: 6/2/23