



**NOTICE TO PROCEED**

20 JUNE 2023

Date

**MAHHA TRADING CO.**

#893, E. Pantaleon,  
Brgy. Barangka Itaas,  
Mandaluyong City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Plaques and Trophies as Memorabilia and Giveaways for the 450<sup>th</sup> Year of the Pasig City for City Administrator's Office** under **Purchase Request No. 100-23-05-1305**, covered by **Purchase Order No. 23-06-0278** 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:

  
**FEBRIELLE EBSHEBA DELOS  
SANTOS CHARVET**

**Authorized Representative  
MAHHA TRADING CO.**