



**NOTICE TO PROCEED**

**JUN 26 2023**

Date

**SEDNA AIRE SERVICES AND SOLUTIONS INC.**  
2/F No. 28 Eugenio Lopez St.,  
South Triangle, Quezon City

Dear Sir/Madam:

We wish to inform you that your contract for the **General Cleaning of 42 Solar Assisted Air-Conditioning Units at the Pasig Elementary School – Division Office** under **Purchase Request No. 100-23-03-604**, covered by **Purchase Order No. 23-06-0249** 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 V. MANZANERO**  
City Administrator

Conforme: MARY ELLEN YCASIANO  
Authorized Representative  
**SEDNA AIRE SERVICES AND SOLUTIONS INC.**

Date: 6/26/23

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