



NOTICE TO PROCEED

27 JUNE 2023

Date

BEAU ESSENCE HEALTH AND BEAUTY INC.

Blk 7A Lot 7, Mahogany Promenade,
Brgy. Pulo, Cabuyao City, Laguna

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Office Supplies and Equipment** for the **Peace and Order Department** under **Purchase Request No. 100-23-04-694**, covered by **Purchase Order No. 23-06-0294** 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: **CONCEPCION P. VERZABAL**
Authorized Representative
**BEAU ESSENCE HEALTH AND BEAUTY
INC.**

Date: June 27, 2023