



NOTICE TO PROCEED

JUL 17 2023

Date

RAND CHARLIE ENTERPRISES

2nd Floor Planbank Bldg., Lopez Ave.,
Batong Malake, Los Baños, Laguna

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Industrial Fan and Various Office Furniture** for the **Tricycle Operation Regulatory Office** under **Purchase Request No. 100-23-03-763**, covered by **Purchase Order No. 23-06-03499** 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: 
RAND EDOUARD DE JESUS
Authorized Representative
RAND CHARLIE ENTERPRISES

Date: **7/17-23**

RFQ No. R1 100-23-03-763 | JMN