



LUNGSOD NG  
**PASIG**  
UMAGOS ANG PASIG

OFFICE OF THE MAYOR

**NOTICE TO PROCEED**

**JUL 25 2023**

**RAND CHARLIE ENTERPRISES**  
2<sup>ND</sup> 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 Various Supplies for Vehicle Maintenance and Office Needs for Peace and Order Department** under **Purchase Request No. 100-23-05-1196**, covered by **Purchase Order No. 23-07-0410** 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,

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

By authority of the City Mayor:

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

For Wally *Wally S. Berbon*

Conforme: **RAND EDOUARD R. DE JESUS**  
**Authorized Representative**  
**RAND CHARLIE ENTERPRISES**

Date: 7-25-23

RFQ. No. R1 100-23-05-1196 | MJE *h*

