



NOTICE TO PROCEED

24 AUGUST 2023

RAND COMPUTER CENTER
2ND Floor, Planbank Bldg.,
Lopez Avenue, Batong Malake,
Los Baños, Laguna

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Scanner for the Treasury Admin and BTMRD for City Treasurer's Office** under **Purchase Request No. 100-23-04-764**, covered by **Purchase Order No. 23-08-0483** 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 *ph*
City Administrator

Conforme: *For Walky Mike Borbon*
RAND EDOUARD R. DE JESUS
Authorized Representative
RAND COMPUTER CENTER

Date: *DB-24-23*

RFQ. No. 100-23-04-764 |CCZ