



OFFICE OF THE MAYOR

NOTICE TO PROCEED

31 AUGUST 2023

SE7EN SERVICES AND TRADING COMPANY INC.

1A Ynares Street, San Juan,
Heights Subd., Mahabang Parang,
Binangonan Rizal

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply, Delivery, and Printing of T-Shirt and Food Provision (Lot 1 & Lot 2)** for **Traffic and Parking Management Office** under **Purchase Request No. 100-23-06-1439**, covered by **Purchase Order No. 23-08-0563** 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:

 08.31.2023
ARNOLD B. RILLORTA
Authorized Representative
**SE7EN SERVICES AND TRADING
COMPANY INC.**

Date: