



Date : September 5, 2023

Authorized Representative  
**REBECCA S. RAMIREZ**

Conforme :

**ATY JERONIMO U. MANZANERO**  
City Administrator

By the Authority of the Mayor

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

Very truly yours,

Pursuant to the Purchase Order/Service Contract No. 23-08-0548 dated 18 August 2023, you are hereby directed to proceed with the project, and complete the same within **One Hundred Twenty (120)** calendar days, without extension.

Dear Sir/Madam:

**TOYOTA BALINTAWAK, INC.**  
EDSA corner V. Ang and General Evangelista Streets,  
Caloocan City

22 August 2023

**NOTICE TO PROCEED**



OFFICE OF THE MAYOR