



NOTICE TO PROCEED

08 SEPTEMBER 2023

SMAJ TRADING & CONSTRUCTION INDUSTRIAL SERVICES CORP.
30, V. Pozon, Brgy. Bambang, Pasig City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Office Supplies and Materials** for **ABC President Office** under **Purchase Request No. 100-23-05-1274**, covered by **Purchase Order No. 23-08-0553** 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:  **EMELINDA DM MARIANO**
Authorized Representative
SMAJ TRADING & CONSTRUCTION INDUSTRIAL SERVICES CORP.

Date: