



NOTICE TO PROCEED

27 SEPTEMBER 2023

PHILIPPINE DUPLICATORS, INC.
CCC Km. 14 West Service Road,
Edison Avenue, Merville,
Parañaque City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply, Delivery, and Installation of Spare Parts for MP2555 Gestetner Machine for General Services Office** under **Purchase Request No. 100-23-08-1856**, covered by **Purchase Order No. 23-09-0627** 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:


FRANCISCO P. AZUCENA JR.
Authorized Representative
PHILIPPINE DUPLICATORS, INC.

Date:

9/27/23

