



**NOTICE TO PROCEED**

SEP 28 2023

**J1TEK TRADING CORPORATION**

777 Alabang – Zapote Rd,  
Talon II, Las Piñas City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Corrugated Box and Digital Voice Recorder** for **City Treasurer's Office** under **Purchase Request No. 100-23-05-862**, covered by **Purchase Order No. 23-09-0615** 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 J. MANZANERO**  
City Administrator

Conforme:   
**PRISCILLA B. LEUS**  
Authorized Representative  
**J1TEK TRADING CORPORATION**

Date: 9 - 28 - 23