



## NOTICE TO PROCEED

17 November 2023

**E. LLANA MARKETING  
INDUSTRIAL ENTERPRISES**

# 06 East Capitol Drive,  
Kapitolyo Pasig City

Dear Sir/Madam:

Pursuant to the Purchase Order/Service Contract No. 23-10-0803 dated 10/26/23, you are hereby directed to proceed with the project and complete the same within sixty (60) calendar days upon receipt of this Notice, but not to exceed 31 December 2023.

Very truly yours,

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

By the Authority of the Mayor

  
**ATTY. JERONIMO U. MANZANERO**  
City Administrator

Conforme:   
**EMELYN LLANA CRUZ**  
AUTHORIZED REPRESENTATIVE

Date: 11/24/23