



NOTICE TO PROCEED

17 DEC 2023

PHILCOPY CORPORATION

U-2406 24/F Medical Plaza Ortigas
Bldg., San Miguel Avenue.,
San Antonio, Pasig City

Gentlemen/Mesdames:

We wish to inform you that the contract for the project under Direct Contracting for the **Supply and Delivery of Toner Cartridges - Solid Waste Management Office** under Request for Quotation No. **100-23-10-7803**, covered by Purchase Order No. 23-11-0836 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.

We look forward to the completion of this project to our mutual satisfaction.

Very truly yours,

VICTOR MA REGIS N. SOTTO

City Mayor

By authority of the City Mayor:

ATTY. JERONIMO U. MANZANERO
City Administrator

Conforme:

for: HAROLD VINCENT P. TULAVAN
RUBY JEAN PASTOR

Authorized Representative
PHILCOPY CORPORATION

Date: 12/11/2023

