



**NOTICE TO PROCEED**

13 December 2023

**E. LLANA MARKETING & INDUSTRIAL ENTERPRISES**

06 East Capitol Drive,  
Kapitolyo, Pasig City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Hardware Supplies and Materials for PLP-GSO, Library and Building Admin Offices for Pamantasan ng Lungsod ng Pasig** under **Request for Quotation No. 100-23-07-1810**, covered by **Purchase Order No. 23-12-0366** 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:   
**EMELYN LLANA CRUZ**  
Authorized Representative  
**E. LLANA MARKETING &  
INDUSTRIAL ENTERPRISES**

Date: 12-13-2023