



**NOTICE TO PROCEED**

19 DEC 2023

**OAKRIDGE PROPERTIES, INC.**  
25 ADB Ave., San Antonio,  
Pasig City

**Attention: TIFFANY JOY ONG-SISON**

Gentlemen/Mesdames:

We wish to inform you that your contract procured through Negotiated Procurement - Lease of Real Property and Venue for the **Lease of Venue for Seminar on Financial Transaction of SK for Local Youth Development Office** under Lease Contract No. **100-23-07-1600** 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:   
**TIFFANY JOY ONG-SISON**  
Authorized Representative  
**OAKRIDGE PROPERTIES, INC.**

Date: December 19, 2023