



NOTICE TO PROCEED

20 December 2023

MNJ TRADING

Unit 203 Fiori Bldg., Capri Oasis,
Dr. Sixto Antonio Ave., Maybunga,
Pasig City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of School Supplies for Day Care Service Unit** under **Request for Quotation No. 100-23-09-7817**, covered by **Purchase Order No. 23-12-0943** 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: REY KEVIN L. VILLANUEVA
Authorized Representative
MNJ TRADING

Date: 12/20/23