



OFFICE OF THE MAYOR

NOTICE TO PROCEED

20 DECEMBER 2023

MNJ TRADING

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

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Office Supplies** for **City Engineering Office** under **Request for Quotation No. 100-23-08-2014**, covered by **Purchase Order No. 23-12-0916** 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 *ph*
City Administrator

Conforme: _____

For: Rev. Kevin Villanueva
ROMINA FERRER
Authorized Representative
MNJ TRADING

Date: *12/20/23*



PANAHON NG PASIGUERO