



NOTICE TO PROCEED

21 December 2023

RAND COMPUTER CENTER

2 nd Floor Planbank Bldg. Lopez Ave.,
Batong Malake, Los Baños, Laguna

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Inks and Cartridges** for **Solid Waste Management Office** under **Request for Quotation No. R1 100-23-07-1730**, covered by **Purchase Order No. 23-12-0913** 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: *For Walimer Beron*
RAND EDOUARD R. DE JESUS
Authorized Representative
RAND COMPUTER CENTER

Date: *12-21-23*