



OFFICE OF THE MAYOR

NOTICE TO PROCEED

DEC 20 2023

DRVN BUSINESS CONSULTING CO.

U-1508 Bldg. M, Urban Deca Homes,
Ortigas Avenue Extn., Rosario, Pasig City

Dear Sir/Madam:

We wish to inform you that your contract for the **Packaged Concept Development, Pre-Production, Production, and Post-production Services for Audio-Visual Presentation for City Administrator's Office** under **Request for Quotation No. 100-23-11-7838**, covered by Contract No. 100-23-11-7838 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: **FERRY ANN SB. GUILLERMO**
Authorized Representative
DRVN BUSINESS CONSULTING
CO.

Date: Dec. 22, 2023