



**NOTICE TO PROCEED**

27 December 2023

**JARCARE TRADING CORPORATION**

#18 Sampaguita St. De Castro Subd.,  
Brgy. Sta. Lucia, Pasig City

Dear Sir/Madam:

Pursuant to the Purchase Order/Service Contract No. 23-12-0964  
dated 21 December 2023, you are hereby directed to proceed with the  
project and complete the same within thirty (30) calendar days.

Very truly yours,

**HON. VICTOR MA. REGIS N. SOTTO**  
City Mayor

By the Authority of the Mayor

  
**ATTY. JERONIMO U. MANZANERO**  
City Administrator

Conforme:   
**MELCHOR R. CAÑEZA**  
Authorized Representative

Date: Dec 28, 2023