



OFFICE OF THE MAYOR

NOTICE TO PROCEED

29 DECEMBER 2023

E. LLANA MARKETING AND INDUSTRIAL ENTERPRISES

06 East Capitol Drive, Kapitolyo,
Pasig City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Hardware Supplies** for **Management Information System Office** under **Request for Quotation No. 100-23-09-2036**, covered by **Purchase Order No. 23-12-0969** 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:


EMELYN LLANA CRUZ
Authorized Representative
**E. LLANA MARKETING AND
INDUSTRIAL ENTERPRISES**

Date:

12/27/23