



NOTICE TO PROCEED

12 April 2024

**SYNERGY AND COLLABORATION
DISTRIBUTION, INC.**

Canlalay, Biñan, Laguna City

Dear Sir/Madam:

Pursuant to the Purchase Order/Service Contract No. 24-04-1151 dated 01 April 2024, you are hereby directed to proceed with the project and complete the same within the period stated in the attached Terms of Reference (TOR).

Very truly yours,

HON. VICTOR MA. REGIS N. SOTTO
City Mayor

By the Authority of the Mayor

ATTY. JERONIMO U. MANZANERO
City Administrator

Conforme: J. Robles
JAVILYN ROBLES
Authorized Representative

Date: April 14, 2024