



Republic of the Philippines  
Quezon City  
**OFFICE OF THE CITY MAYOR**

3/F Bulwagang Amoranto,  
High Rise Building,  
Quezon City Hall Compound,  
Diliman, Quezon City  
Trunkline 988-4242

**NOTICE TO PROCEED**

This CONTRACT, therefore, having been approved, copy of which is hereto attached, NOTICE TO PROCEED is hereby given to:

**Kathleen M. Osorio**  
Sole Proprietor  
YENS OFFICE AND SCHOOL SUPPLIES TRADING  
Contractor

With Office Address at  
23 Moises St., Metrogate Complex, Brgy. Pandayan, City of Meycauayan, Bulacan

For the Project  
**PROCUREMENT OF VARIOUS OFFICE SUPPLIES**

**FOR THE PERIOD**  
DEC 29 2022 TO JAN 13 2023

The Project will commence on DEC 29 2022

ISSUED BY:

**MA. JOSEFINA G. BELMONTE**  
City Mayor

We hereby acknowledge the receipt of the above mentioned Notice

  
**KATHLEEN M. OSORIO**

(Signature Over Printed Name and Designation)  
YENS OFFICE AND SCHOOL SUPPLIES TRADING