



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 Moses St., Metrogate Complex, Brgy. Pandayan, City of Meycauayan, Bulacan ✓

For the Project  
**PROCUREMENT OF MULTI-PURPOSE PAPER AND OTHERS** ✓

**DEC 15 2023** FOR THE PERIOD  
TO **DEC 30 2023**

The Project will commence on **DEC 15 2023**

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 ✓