



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**  
**Purchase Order No. 2411264**

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

**Ma. Carmille I. Cunanan**  
Sole Proprietor  
MCARMS TRADING  
Contractor

With Office Address at  
Unit 10-C 11th Floor, Capitol Plaza, Barangay Central, Quezon City

For the Project  
**PROCUREMENT OF PHOTOCOPIER MACHINE**

**FOR THE PERIOD**


DEC 27 2024

**TO**

JAN 26 2025

The Project will commence on DEC 27 2024

**ISSUED BY:**

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

We hereby acknowledge the receipt of the above mentioned Notice

  
Ma. Carmille I. Cunanan - Proprietress  
(Signature Over Printed Name and Designation)

MCARMS TRADING