



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. GS-2507007

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

Edrian A. Garcia
Sole Proprietor

E.A.G. OFFICE SUPPLIES AND EQUIPMENT TRADING

Contractor

With Office Address at
Suite 413 Acre Building 137 Malakas Street Central District 4, Quezon City

For the Project
PROCUREMENT OF INK, TONER, AND OTHERS

FOR THE PERIOD
AUG 14 2025 TO SEP 13 2025

The Project will commence on AUG 14 2025

ISSUED BY:

MA. JOSEFINA G. BELMONTE
City Mayor

We hereby acknowledge the receipt of the above mentioned Notice

RAFAEL C. SANDARI
AUTHORIZED REPRESENTATIVE

(Signature Over Printed Name and Designation)

E.A.G. OFFICE SUPPLIES AND EQUIPMENT TRADING



QCG.PD.DMD.F.03