



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:

**Ellen Aquino**  
**Sole Proprietor**  
ALELEN ENTERPRISE  
Contractor

With Office Address at  
L18 B18 Siete Palabras St., Lagro Subdivision, Greater Lagro, Quezon City

For the Project  
**PROCUREMENT OF DIGITAL MULTIFUNCTION COPIER AND TYPEWRITER MANUAL**

**FOR THE PERIOD**


DEC 10 2020

**TO**

JAN 09 2021

The Project will commence on DEC 10 2020

**ISSUED BY:**

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

We hereby acknowledge the receipt of the above mentioned Notice

  
(Signature Over Printed Name and Designation)  
**ALELEN ENTERPRISE**