



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, Quezon City

For the Project  
PROCUREMENT OF COPIER MACHINE ✓

FOR THE PERIOD  
AUG 12 2021 TO SEP 11 2021

The Project will commence on AUG 12 2021

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