



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  
21C Matiyaga St. Barangay Central, Quezon City.

For the Project  
PROCUREMENT OF VARIOUS OFFICE SUPPLIES

FOR THE PERIOD

DEC 29 2021

TO

JAN 28 2022

The Project will commence on DEC 29 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