



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 G. Aquino**  
**Sole Proprietor**  
ALELEN ENTERPRISE  
Contractor

With Office Address at  
21 C Matiyaga Street, Barangay Central Quezon City

For the Project  
**PROCUREMENT OF BALLPEN AND OTHERS**


**FOR THE PERIOD**  
          OCT 25 2022           TO           NOV 24 2022          

The Project will commence on           OCT 25 2022          

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