



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 St., Barangay Central, Quezon City

For the Project  
PROCUREMENT OF EXTERNAL HARD DRIVE AND OTHERS

FOR THE PERIOD  
16 JUN 2023 TO 16 JUL 2023

The Project will commence on 16 JUN 2023

ISSUED BY:

MA. JOSEFINA G. BELMONTE  
City Mayor

We hereby acknowledge the receipt of the above mentioned Notice

Ryan A. Guillermo  
Authorized Representative

(Signature Over Printed Name and Designation)  
ALELEN ENTERPRISE