



Republic of the Philippines
SOCIAL SECURITY SYSTEM

East Ave., Diliman, Quezon City
Tel. Nos. (632) 920-6401 • (632) 920-6446
E-mail: member_relations@sss.gov.ph • Web site: <http://www.sss.gov.ph>

NOTICE TO PROCEED

29 July 2021

GAKKEN (PHILIPPINES), INC.
130 GPI Building Aurora Blvd.
corner A. Lake Street
San Juan City

Attention: **VICENTE CATALUNA, JR.**
Assistant Manager
Graphics Technical Group

Dear Mr. Cataluna:

Notice is hereby given to your company that the award of the project: **Procurement of a Three (3) Year Preventive Maintenance Agreement (PMA) for One (1) Unit Paper Cutter**, having been approved, your company may now commence performing its obligation effective upon receipt of this notice. You are responsible for the compliance of the terms and conditions under the Contract and its attached documents.

Accordingly, kindly coordinate with the Acting Head Wendelino V. Comboy, Jr. of Office Services Department, SSS Main Office, East Avenue, Diliman, Quezon City with email address at comboywv@sss.gov.ph, for the implementation of the project.

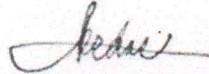
Further, be reminded of the following:

1. Delay in the performance of obligation – Liquidated damages equivalent to 1/10 (0.001) of 1% of the unperformed portion of the contract or up to a maximum of 10% of the contract price shall be charged for every day of delay.
2. Variation, amendment and suspension of contract (see Annexes "D" and "E" of the Implementing Rules and Regulations of RA 9184, for reference) – Do not start variation, amendment or suspend implementation of the contract without prior approval from the SSS. Send a letter request to SSS through Mr. Comboy for variation, amendment or suspension of contract, whichever is applicable.

Please acknowledge receipt and acceptance of this notice by signing both copies of this notice.

Thank you.

Very truly yours,



DORENDA M. DASMARIÑAS
Vice President
Procurement Management Division

I acknowledge receipt of this Notice on
Printed Name of the Representative
Designation of the Representative
Signature of Authorized Representative

8-11-21

ALANVINO A. ANGELES
SYSTEM ENGINEER

