



REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM
East Avenue, Diliman, Quezon City
Tel. Nos. (632)8709-7198*(632)8920-6446
E-mail: contractmanagement@sss.gov.ph*Website
<http://www.sss.gov.ph>

NOTICE TO PROCEED

27 April 2023

3CA BUILDERS

Purok 6, Barangay Arimbay
Legazpi City, Albay

Attention: MS. RAZIEL M. ALCERA
Owner and Sole Proprietor

Dear Ms. Alcera:

Notice is hereby given to your company that the award of the project: **Renovation of Tabaco Branch**, having been approved, your company may now commence performing its obligation effective upon acknowledgement of this Notice to Proceed (NTP) or after the lapse of 7 calendar days if the acknowledged NTP will not be returned to the Contract Management Department from its release. You are responsible for the compliance of the terms and conditions under the Contract and its attached documents.

Accordingly, kindly coordinate with Acting Head Teddy N. Carreon, Branch Support Services Department, SSS Main Office, East Avenue, Diliman, Quezon City with telephone no. 87097198 loc. 6119 and email address carreontn@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 Acting Head Teddy N. Carreon for variation, amendment or suspension of contract, whichever is applicable.

- 3. Posting of Warranty Security after the issuance of Certificate of Final Acceptance pursuant to Sec. 62 of the 2016 Implementing Rules and Regulations of RA No. 9184, and/or the Special Conditions of the Contract in the Bidding Documents or in the Request for Quotation in the form of either retention money in the amount equivalent to 5% of every progress payment or a special bank guarantee equivalent to 5% of the total contract price.

Please acknowledge receipt and acceptance of this notice by filling out the portion below of this document.

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

May 02, 2023
 RA215 M. ALCEGA
 OWNER