

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

NOTICE TO PROCEED

11 November 2022

QUARTZ BUSINESS PRODUCTS CORPORATION

15th Floor Capital House
9th Ave., corner 34th Street
Bonifacio Global City, Taguig City

Attention: MR. RANNEL A. VERDEFLO
Sales Manager

Dear Mr. Verdeflor,

Notice is hereby given to your company that the award of the project: **Two (2) Year Contract for the Rental of Photocopying Machines**, having been approved, your company may now commence performing its obligation effective 13 November 2022. You are responsible for the compliance of the terms and conditions under the Contract and its attached documents.

Accordingly, kindly coordinate with Department Manager Wendelino V. Comboy, of the Office Services Department, SSS Main Office, East Avenue, Diliman, Quezon City with telephone no. 89281526 loc. 5498 and email address 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 Department Manager Wendelino V. Comboy, 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.

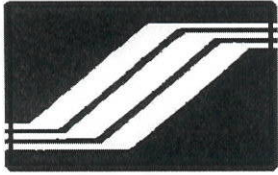
Please acknowledge receipt and acceptance of this notice by filling out the portion below of this document.

Thank you.

Very truly yours,


DORENDA M. DASMARIÑAS
Vice President
Procurement Management Division

I acknowledge receipt of this Notice on 11 NOV 2022
Printed Name of the Representative Ramon Vanson
Designation of the Representative Shes Vanson
Signature of Authorized Representative 



REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM
East Avenue, Diliman, Quezon City
Tel. Nos. (632) 8709-7198 local 6385/ 6386/5888/5889
E-mail: contractmanagement@sss.gov.ph* Website <http://www.sss.gov.ph>

CONTRACT MANAGEMENT DEPARTMENT

11 November 2022

QUARTZ BUSINESS PRODUCTS CORPORATION

15th Floor Capital House
9th Ave., corner 34th Street
Bonifacio Global City, Taguig City

Attention: MR. RANNEL A. VERDEFLO
Sales Manager

Dear Mr. Verdeflor,

Please be informed that the Social Security System (SSS) implements the "NO GIFT POLICY" as prescribed by Republic Act No. 6713.

Hence, SSS does not solicit or accept gifts, favors, or anything of monetary value from any entity.

Should you receive any solicitation from anyone making representation from SSS, please notify the Head, Procurement Management Division at dasmarinasm@sss.gov.ph or call at 8709-7198 extension 5544.

Thank you.


EARTH BURGOS
Acting Head

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

11 NOV 2022
RANNEL A. VERDEFLO
Sales Manager
