

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](mailto:contractmanagement@sss.gov.ph)\*Website  
<http://www.sss.gov.ph>

## NOTICE TO PROCEED

18 January 2024

### LSERV CORPORATION

21<sup>st</sup> Floor, Petron Mega Plaza Building  
Gil Puyat Avenue, Makati City

**Attention: MR. JOSEPH V. ANGELES**  
President

Dear Mr. Angeles:

Notice is hereby given to your company that the award of the project: **Three-Year Contract for Janitorial Services [Lot 1: Visayas Central 1 & 2 Divisions] (Re-Advertisement)**, having been approved, your company may commence performing its obligation effective upon end of the extended contract or 01 March 2024. You are responsible for the compliance of the terms and conditions under the Contract and its attached documents.

Accordingly, kindly coordinate with Department Manager Junjie M. Labangco, Security Department, SSS Main Office, East Avenue, Diliman, Quezon City with telephone no. 87097198 loc. 6011 and email address [labangcojm@sss.gov.ph](mailto:labangcojm@sss.gov.ph) and 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 Junjie M. Labangco 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 be informed that your performance on the deliverables under the contract will be subject to evaluation annually.


Kindly 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 *et*  
Procurement Management Division

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

  
**Emmanoel T. Conde, Jr.**  
*January 30, 2020*

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