

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

16 June 2021

**INTERNATIONAL ELEVATOR &
EQUIPMENT, INC. (IEEI)**

Km. 23 West Service Road
South Superhighway, Cupang
Muntinlupa City

Attention: **JOEY R. PARANGUE**
Assistant Manager, North Sector 2
Service Department, Elevator/Escalator Division

Dear Mr. Parangue:

Notice is hereby given to your company that the award of the project: **Procurement of Parts for the Repair of Four (4) Mitsubishi Elevators of the SSS Main Building**, 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, Stephen P. Yap of Engineering & Facilities Management Department, SSS Main Office, East Avenue, Diliman, Quezon City with telephone no. 8920-6401 loc. 5534 and email address yapsp@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 Engr. Yap 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 JUNE 16, 2021 
Printed Name of the Representative JOEY R. PARANQUE 
Designation of the Representative Acct. Manager
Signature of Authorized Representative 