



Republic of the Philippines  
SOCIAL SECURITY SYSTEM  
East Avenue, Diliman, Quezon City  
Tel. no. (632) 8709-7198 Loc. 3407

NOTICE OF AWARD

12/23/2024

ELECTROMECHTECH INDUSTRIAL SERVICES, INC.  
Lot 8 Block 2 Alcantara St., Montevista Subdivision  
San Jose Rodriguez, Rizal

Attention: **Ms. Sheryl Tan**  
Authorized Representative

Dear Ms. Sheryl Tan:

Please be informed that the project: **1 Lot, Rewinding and Repair of 4 Units of 30HP and 4 Units of 7.5HP Induction Motors at Makati Building** through Negotiated Procurement under Small Value Procurement, is awarded to you, at a contract price equivalent to **P 278,800.00**.

In view of the foregoing, you are required to submit performance security within ten (10) calendar days from the receipt of this notice, which shall be valid within the contract period, equivalent to % of contract price as follows:

- 5% in Cash, Cashier's/Manager's Check, Bank Guarantee/Draft, or
- 30% Surety bond callable upon demand issued by a Surety or Insurance company duly certified by the Insurance Commission. The Performance Bond must state that it will be valid from the date of receipt of the Notice to Proceed (NTP)/Purchase Order/Job Order up to the final acceptance by the SSS of the project which shall likewise be updated in case of approved extension of contract.

Kindly coordinate with the Procurement Planning and Management Department at the 2nd Floor, SSS Main Building, with e-mail address [ppmd@sss.gov.ph](mailto:ppmd@sss.gov.ph) and contact number 8709-7198 local 3407, for the posting of performance.

Also, please see Annex "A" for the submission of various requirements relative to contract preparation.

The performance of the obligations under the awarded project will commence from the date of receipt of the NTP/Purchase Order/Job Order/contract. The winning supplier shall be subjected to performance evaluation every contract year, and after the completion of the contract.

Please acknowledge receipt of this NOA within three (3) calendar days to avoid cancellation of the award.

Thank you.

Very truly yours,

*Annabel D. Villena* 12/23/2024  
ANNABEL D. VILLENA  
Approving Authority *q*

I acknowledge receipt of this Notice on

Printed Name of the Representative

Designation of the Representative

Signature of the Representative

JAN 6, 2025  
Sheryl Tan  
SALES REPRESENTATIVE  
*[Signature]*