



Republic of the Philippines
Presidential Communications Operations Office
Philippine Information Agency
PIA Bldg., Visayas Avenue, Vasra, Quezon City. 1128
Tel. No. +63 2 8920 1224 • www.pia.gov.ph

**NOTICE TO PROCEED
FOR REF. NO. ITB -2021-04**

MS. GINA O. RAMOS
President and General Manager
EXCELLENT GENERAL SERVICES INC.
28 Evangeline Reyes Street,
BF Resort Village Talon II, Las Piñas City

Dear **Ms. Ramos**:

The attached Contract Agreement Form has been approved, Notice to Proceed (NTP) is hereby given to **EXCELLENT GENERAL SERVICES INC.** that work may commence for the **PROVISION OF JANITORIAL SERVICES FOR PIA CENTRAL OFFICE FY 2022** One (1) day upon the receipt of this notice.

Thus, you shall be responsible for the delivery of the goods and in performing the services under the terms and conditions of the Contract Agreement and in accordance with the implementation Schedule.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other to this agency.

Very truly yours,

SIGNATURE REDACTED

KARL LOUIE B. FAJARDO
Director IV

CONFORME:

**SIGNATURE
REDACTED**

Name of Representative of Bidder: **GINA O. RAMOS**
Name of Bidder : **EXCELLENT GENERAL SERVICES INC.**
Date : **JANUARY 17, 2022**