



REPUBLIC OF THE PHILIPPINE  
DEPARTMENT OF TRANSPORTATION  
**OFFICE OF TRANSPORTATION COOPERATIVE**

08 January 2024

**MS. ANA RUBINI N. BARATA, CSP, CSMS**

President

**ARM CORPORATE SECURITY SERVICES, INC.**

#28 Gladiola Street, Roxas District,  
Quezon City, Metro Manila 1103

SUBJECT: NOTICE TO PROCEED

Dear **Ms. Barata**:

This has reference to our award of contract to your company for the **Procurement of Security Services for CY 2024 for the Office of Transportation Cooperatives** in the amount of Three Hundred Eighty Thousand Four Hundred Ninety Nine Pesos and Thirty Six Centavos (PhP 380,499.36), inclusive of appropriate EWT and VAT withholding taxes for the engagement of a Security Agency with one (1) Security Personnel for twelve (12) months, from January 2024 to December 2024, pursuant to OTC-Bids and Awards Committee Resolution No. 018, series of 2023 which has been accepted and duly approved.

In relation thereto, notice is hereby given to your company that the implementation of the said project shall commence immediately. You are expected to perform the terms and conditions stipulated in the attached contract.

Please acknowledge receipt and acceptance of this Notice by signing at the portion provided below. Keep a copy and return the original copy to this Office at the soonest.

Thank you very much.

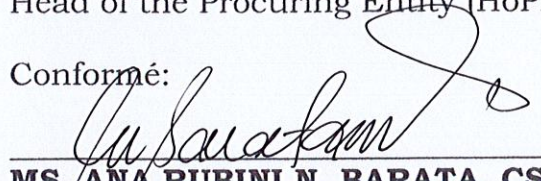
Very truly yours,

  
**JESUS FERDINAND D. ORTEGA**

Chairperson

Head of the Procuring Entity (HoPE)

Conformé:

  
**MS. ANA RUBINI N. BARATA, CSP, CSMS**

President

Date: \_\_\_\_\_