



Republic of the Philippines
Department of Transportation
OFFICE OF TRANSPORTATION COOPERATIVES

13 January 2025

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 2025 for the Office of Transportation Cooperatives** in the amount of Four Hundred Three Thousand Two Hundred Thirty Two Pesos and Sixteen Centavos (Php 403,232.16), 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 2025 to December 2025, pursuant to OTC-Bids and Awards Committee Resolution No. 001, series of 2025 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 duplicate copy and return the original copy to this Office the soonest possible time.

Thank you very much.

Very truly yours,


REYMUNDO D.J. DE GUZMAN, JR.
Chairperson
Head of the Procuring Entity (HOPE)

Conformé:


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

Date: _____