



Office of the President of the Philippines  
PRESIDENTIAL MANAGEMENT STAFF  
Malacandong

**PMS-BIDS AND AWARDS COMMITTEE**

**MR. RENYEL MULGADA**  
Service Sales Associate  
OTIS E&M Company Philippines, Inc.  
14F Petron Mega Plaza  
358 Sen. Gil Puyat Avenue  
Makati City

**SUBJECT: NOTICE TO PROCEED**

Dear Mr. Mulgada:


This has reference to our acceptance of your proposal dated 09 December 2013 for the provision of repair and maintenance services for the two (2) OTIS elevators with machine numbers 68E0882 and 68E0883 in the PMS Building, pursuant to PMS-Bids and Awards Committee (BAC) Resolution No. 04 series of 2014.

In relation thereto, and to ensure uninterrupted maintenance services of the abovementioned elevators, notice is hereby given to OTIS E&M Company Philippines, Inc., to proceed with the implementation of the said project effective 01 January 2014. You are expected to perform the terms and conditions stipulated in the attached contract and in accordance with your proposal.

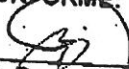
Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one (1) copy and immediately return the other to the Presidential Management Staff.

Thank you.

Very truly yours,

  
ATTY. JOSE WILFRIDO S. OCA, CESO II  
Assistant Secretary and Chairman, PMS-BAC

CONFORME:

  
Mr. Renyel Mulgada

Date: 12 March 2014