



31 January 2023

**NOTICE TO PROCEED  
 TWO FAILED BIDDINGS**

**Ms. GINA O. RAMOS**  
 President and General Manager  
**Excellent General Services Inc.**  
 28 Evangeline Reyes St.  
 BF Resort Village  
 Talon II, Las Piñas City

Dear Ms. Ramos,

Notice is hereby given to **Excellent General Services Inc.** that work/delivery may proceed for the following procurement details:

Contract Name : Provision of Janitorial Services for CY 2023  
 Purchase Request No. : GAA-22-08-14582  
 Purchase / Work Order No. : Contract  
 Total Contract Price : ₱2,469,190.08

(inclusive of taxes, import duties and all other charges or fees)

Total Contract Price in Words : Two Million Four Hundred Sixty-Nine Thousand One Hundred Ninety Pesos and Eight Centavos

Upon signing receipt of this Notice, you are responsible for performing the services under the terms and conditions of the Agreement/Purchase Order/Work Order and in accordance with the schedule of requirements/delivery schedule.

You are also hereby required to file a Warranty Security for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non-Expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies. It shall be either retention money in an amount equivalent to at least N/A percent (N/A%) of every progress payment, or a special bank guarantee equivalent to at least N/A percent (N/A%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof: Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

Note that failure to comply with the above requirements and failure to perform the services under the terms and conditions of the Agreement/Purchase Order/Work Order may constitute grounds for its forfeiture.

Please acknowledge receipt and acceptance of this Notice by signing in the space provided below. There are two (2) copies of this document; you may keep one copy and return the other to the Bids and Awards Committee (BAC) Secretariat of the Advanced Science and Technology Institute. Should you have any questions or clarifications, you may reach us at bac-sec@asti.dost.gov.ph.

Respectfully,

**FRANZ A. DE LEON, Ph.D.**  
 Director

digitally signed by Franz A. De Leon

**DATE OF ISSUANCE:**

FEBRUARY 03, 2023

**RECEIVED BY:**

\_\_\_\_\_  
 (Signature over Printed Name)

\_\_\_\_\_  
 (Date and Time)

**WARRANTY SECURITY**

Type of Warranty Security: \_\_\_\_\_

Amount of Warranty Security: ₱ \_\_\_\_\_

O.R. No.: \_\_\_\_\_

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