



NATIONAL POWER CORPORATION

02 Dec. 2020

Mr. DENNIS R. MESCALLADO
Marketing Manager
GRAND MERITUS SECURITY AGENCY, INC.
No. 12 Xavierville Avenue Cor. Pajo Street
Loyola Heights, Quezon City
Telefax No.: (632) 332-6004 / 434-7852

SUBJECT: Notice to Proceed / LOG MSSP 2020-10-060-NIY

Dear **Mr. Mescallado**:

Please be informed that the assumption of the security services requirements at **NPC SPUG Eastern Mindanao Area Plants & Installations, Project Implementation Cluster C Office, and Mindanao Watershed Mgmt. and Pulangui-Agusan-Talomo Watershed for Two (2) Years** under Contract No. **LOG MSSP 2020-10-060-NIY** with **Grand Meritus Security Agency, Inc.** shall take effect on **01 January 2021**. We would like to emphasize, however, that you submit the following pre requisites set forth in the contract documents before the posting date to the Office of the Vice President – Administration & Finance thru Ms. Eloida C. Leona, Manager, General Services Department, as follows:

- a. The names of the licensed security guards including their personal records and clearances, that will be posted to the aforementioned installation for evaluation and acceptance by the head of the installation or his designee thru the Office of the Vice President, Administration and Finance;
- b. List of Firearms and other equipment that will be dedicated to the installation named in the contract, for evaluation/inspection by the head of the installation or his authorized representative;
- c. Present the Special Bank Account for the "Agency Guard Payroll Fund" at any reputable bank acceptable to the head of installation or his authorized representative with a deposit of an amount equivalent to one (1) month salary computed on the basis of the monthly rate per guard per eight (8) hours duty;
- d. Secure a certification from the Head of installation or his designee as to the date and time your guards have effectively taken over the security services at the named installation.

Please submit the foregoing requirements as soon as possible. We expect your agency to undertake necessary preparations for the forthcoming assumption of security services at the subject installation.

BIR Road cor. Quezon Avenue, Diliman
Quezon City 1100, Philippines
Tel. Nos. (632) 921-3541 to 80
Fax No. (632) 921-2468
Website: www.napocor.gov.ph



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Should you agree with the aforementioned, kindly affix your signature in the space provided below and return this copy to the Materials, Supplies and Services Procurement Division, Logistics Department, Ground Floor, NPC-OBC, Quezon Avenue corner Agham Road, Diliman, Quezon City for reproduction and distribution to all concerned.

For any inquiries/concern, please contact Mr. Cesar C. Fernando, Jr., Manager, Telecom & Security Services Division with telephone no. 89245344.

Very truly yours,


PIO J. BENAVIDEZ
President & CEO

Conforme:

MR. DENNIS R. MESCALLADO
Marketing Manager
Grand Meritus Security Agency, Inc.

Date: _____

Cf: Mr. Y. H. Darayan– Mgr., MOD
Mr. I. G. Rabara, OIC, PMD
Mr. E. A. Umali, Mgr., WMD
Ms. E. C. Leona – Mgr., GSD

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