



National Power Corporation

19 April 2023

MS. ELSIE S. MARIANO

Chief Executive Officer
LINKER'S SECURITY AGENCY
142 Mary Grace Building, MacArthur Highway,
Potrero, Malabon City
Email: linkerssecurity@gmail.com

SUBJECT: NOTICE TO PROCEED / LOG MSSP 2023-03-020-ALC

Dear **Ms. Mariano**:

This is to inform you that the assumption of the security services requirements for **SPUG Palawan Operations Division (POD) Plants and Installations for Two (2) Years** under **Contract No. LOG MSSP 2023-03-020-ALC** with **Linker's Security Agency** shall take effect on **01 April 2023**. 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 named installation.

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, Quezon City for reproduction and distribution to all concerned.

For any inquiries/concern, please contact Mr. Bernardo C. Moran, Officer in Charge, Telecom & Security Services Division with telephone no. 89245344.

Very truly yours,


FERNANDO MARTIN Y. ROXAS
President and CEO

Conforme:

By : **ELSIE S. MARIANO**
Chief Executive Officer
Linker's Security Agency

Date : JUL 25 2023

cf : Mr. F. B. Barrios – Manager, POD
Ms. E. C. Leona – Manager, GSD

BIR Road cor. Quezon Avenue, Diliman
Quezon City 1100, Philippines
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 Chief Executive Officer
 LINKER'S SECURITY AGENCY
 No. 142 Mary Grace Building, Mac Arthur Highway
 Potrero, Malabon City
 E-mail: linkerssecurity@gmail.com

SUBJECT : NOTICE TO PROCEED FOR CONTRACT NO. LOG MSSP 2023-03-018-MGF
 Re: Supply of Two (2) Year Security Services for SPUG OM-Mindoro/Romblon
 Area Plants and Installations
 PR No. S1-MRO22-010/PB230116-NA

Dear **Ms. Mariano**:

Please be informed that the assumption of the security services requirements for the **Supply of Two (2) Year Security Services for SPUG OM-Mindoro/Romblon Area Plants and Installations** with **Linker's Security Agency** shall take effect on **16 April 2023**. We would like to emphasize, however, that you submit the following pre-requisites set forth in the contract documents before the posting date of the Office of the Vice President – Administration and Finance thru Ms. Eloida C. Leona, Manager - General Services Department, as follows:

- 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 of his designee thru the Office of the Vice President - Administration and Finance;
- 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;
- 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; and
- 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.

Should you agree with the aforementioned, kindly affix your signature in the space provided below and return this copy to the MSSPD, Logistics Department, Ground Floor, NPC-OBC for reproduction and distribution to all concerned.

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