



Republic of the Philippines  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
Malacañang, Manila

**NOTICE TO PROCEED**

25 November 2014

**MS. GINA O. RAMOS**

*President and General Manager*  
**EXCELLENT GENERAL SERVICES, INC.**  
28 Evangeline Reyes Street, BF Resort Village,  
Talon II, Las Piñas City 1747

Dear **Ms. Ramos**:

The attached Contract Agreement having been approved, notice is hereby given to **EXCELLENT GENERAL SERVICES, INC.** that work shall commence on the Janitorial Services requirement of the PCOO, effective on **03 December 2014**.

Thus, you shall be responsible for performing the services under the terms and conditions of the Contract and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies on the space provided below.

Thank you.

Very truly yours,

  
**ATTY. JESS ANTHONY Q. YU**  
*Undersecretary and BAC Chairman*

Conforme: .

  
**MS. GINA O. RAMOS**

\_\_ November 2014