

12 July 2021

**MR. PLACIDO Q. URBANES III**  
Proprietor  
Catalina Security Agency (CSA)  
626 G. Araneta Avenue, Quezon City

**SUBJECT: NOTICE TO PROCEED – Contract for Security  
Services for AOR IA (BCDA Corporate Center)**

**Dear Mr. Urbanes:**

1. With reference to the Notice of Award (NOA) dated 22 June 2021, this Notice Proceed (NTP) is hereby issued to your Agency to assume the security operations of AOR IA (BCDA Corporate Center) effective 6:00 AM of 16 July 2021 by deploying the following number of personnel and equipment in accordance with the BCDA-CSA Contract for Security Services:

- a. Ten (10) Security Guards (Annex A: Details of Deployment of SG);
- b. Firearms, communication, transportation and other equipment as specified under the List of Standard Equipment Requirements. Annex B: List of Standard Equipment Requirements;
- c. Installation of a complete CCTV System on or before 16 August 2021.

2. You are further directed to submit to Security Management Department your Comprehensive Security Plan for AOR IA (BCDA Corporate Center) within seven (7) workings days upon receipt of this NTP.


3. Please acknowledge receipt and acceptance of this Notice to Proceed by signing the two (2) copies on the space provided below and return to us one (1) copy within three (3) days upon the receipt hereof.

Please be guided accordingly.

Very truly yours,

  
**AILEEN AN. R. ZOSA**  
Executive Vice President

**CONFORME:**

  
**MR. PLACIDO Q. URBANES III**  
Date: \_\_\_\_\_

EF2021-0242