



**NOTICE TO PROCEED**

JAN 26 2024

**MS. RIZZA LYN Y. ENSOY**  
 AVP and Head – Finance Group  
 Temps and Staffers, Inc.  
 2<sup>nd</sup> Floor, SFI Corporate Center,  
 105 West Avenue, Quezon City

**Subject: Procurement of One (1) Year Obligational Manpower Services**

Dear Ms. Ensoy:

We are pleased to inform you that the Contract for the above subject has been approved by NEA.

In this regard, you are hereby directed to proceed with your contractual obligation to provide *the fifty-seven (57) manpower staff to be assigned to different departments/offices of NEA starting 01 March 2024 to 28 February 2025*. You are required to fulfill the terms and conditions stipulated in the attached Contract Agreement. Failure to fulfill any of the provisions and obligations under the Contract shall constrain NEA to enforce Clause No. 3 of Annex "D" and Item No. III of Annex "I" of the Revised IRR No. 9184, and forfeit your Performance Security.

Please confirm your agreement by signing the space provided below.

Very truly yours,

**ANTONIO MARIANO C. ALMEDA**  
 Administrator

NATIONAL ELECTRIFICATION  
 ADMINISTRATION  
 Office of the Administrator



NEA-0A273617

Conforme:

*[Signature]*  
**MS. RIZZA LYN Y. ENSOY**  
 AVP and Head – Finance Group  
 Temps and Staffers, Inc.

Date: JAN. 26, 2024