



Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

2023-02-016NTP

NOTICE TO PROCEED

MR. JOSEPH V. ANGELES

President
LSERV Corporation
21st Floor, Petron Mega Plaza Building
358 Sen. Gil J. Puyat Ave., Makati City

Dear Mr. Angeles:

In reference to the approved contract awarded through Bids and Awards Committee (BAC) Resolution No. 014 s. 2023 for the "CY 2023 DOE Outsourced Manpower Services (Lot 1)" in the amount of Forty-Seven Million Twenty Thousand Nine Hundred Twenty-One Pesos and Eighty-One Centavos (PhP47,020,921.81) inclusive of salaries and wages, contributions, uniform and admin cost (the "Contract Price"), executed by and between the DOE and LSERV Corporation, we hereby issue this Notice to Proceed (NTP) for LSERV Corporation to start the implementation of the contract.

Upon receipt of this NTP, LSERV Corporation shall be responsible for completing the services under the Terms and Conditions of the Contract in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing at the portion provided below.

Please be guided accordingly.

Very truly yours,


RAPHAEL P. M. LOTILLA
Secretary



RECEIVED BY:


GENEXOSO T. CAPULAS, JR.

Signature over Printed Name

VICE-PRESIDENT & LSERV CORPORATION
Position and Company

MARCH 20, 2023 11:30 AM
Date and Time Received

MEMORANDUM FOR SECRETARY RAPHAEL P.M. LOTILLA

THRU : Usec. Felix William B. Fuentebella

FROM : Dir. Elisa B. Morales
Administrative Service

DATE : March 15, 2023

SUBJECT : Request for Approval of the Contract Agreement Between the
Department of Energy and the LSERV Corporation on the Annual
Procurement of Outsourced Manpower Services (Lot 1)

A. Introduction

1. This has reference to the Annual Procurement of Outsourced Manpower Services for Fiscal Year (FY) 2023.

B. Mandate

2. Administrative Service - Administrative Order No. 38, s. 2002 dated 23 August 2002, states that the Administrative Support Service shall formulate and implement policies, programs and regulations in human resource relations as well as coordinate activities for special events in the DOE.
3. Human Resource Management Division - formulates policies, plans and programs related to the department's human resource management and ensures effective implementation thereof and compliance with government regulations and standards.

C. Facts

4. LSERV Corporation is the Single Calculated Responsive Bidder during the Public Bidding for the procurement of outsourced manpower services FY 2023, which was conducted by the DOE Bids and Awards Committee on 24 January 2023
5. The Contract Agreement shall be for a period of eleven (11) months, from 01 February 2023 to 31 December 2023, with a contract price of Forty-Seven Million, Twenty Thousand, Nine Hundred Twenty-One and 81/100 (PHP 47,020,921.81).

D. Action Requested

- 6. May we respectfully request for the Secretary's approval/signature on the following attached documents:
 - 6.1. Contract Agreement between the Department of Energy and the LSERV Corporation.
 - 6.2. Notice to Proceed
 - 6.3. Updated SSS Contribution Table for 2023

E. Prayer

- 7. For the Secretary's favorable consideration and approval. Thank you.

ACTION TAKEN
Office of the Secretary

APPROVED / DISAPPROVED


RAPHAE P.M. LOTILLA
Secretary

Date: **MAR 30 2023**

