



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

2023-04-033NTP

**NOTICE TO PROCEED**

**MR. RITCHIE I. GALLARDO**

Technical Manager  
I-Secure Networks & Business Solutions Inc.  
10/F, Cityland Shaw Tower,  
Shaw Blvd., corner St. Francis  
Brgy. Wack Wack, Mandaluyong City

Dear Mr. Gallardo:

In reference to the approved contract awarded through BAC Resolution No. 039 s. 2023 for the "Procurement of Server Network Infra and Security Software License Maintenance and Support Services – Lot 3: ICT Infrastructure Services Management and Monitoring Software" in the amount of **Six Million Three Hundred Thousand Pesos Only (Php6,300,000.00)**, executed by and between the Department of Energy (DOE) and I-Secure Networks & Business Solutions Inc. we hereby issue this Notice to Proceed (NTP) for I-Secure Networks & Business Solutions Inc. to start the implementation of the contract.

Upon receipt of this NTP, I-Secure Networks & Business Solutions Inc. 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,

**FELIX WILLIAM B. FUENTEABELLA**  
Undersecretary

RECEIVED BY

*Ritchie Gallardo*

Signature over Printed Name

*Tech Mgr. / I-Secure Network & Bus. Sol Inc.*

Position and Company

*May 4, 2023 11:29 am*

Date and Time Received

## MEMORANDUM

FOR : **FELIX WILLIAM B. FUENTEBELLA**  
Undersecretary

THRU : **MYLENE C. CARONGCOL**  
Assistant Secretary

FROM : **ARTEMIO P. HABITAN**  
OIC-Director, ITMS

SUBJECT **Requesting Approval and Signature on the Attached Contract and Notice to Proceed for the Procurement of Server Network Infra and Security Software License Maintenance and Support Services – Lot 3: ICT Infrastructure Services Management and Monitoring Software**

DATE : **April 13, 2023**

---

### I. INTRODUCTION

This refers the procurement of security licenses and the corresponding technical support services and maintenance for the DOE's virtual servers/network infrastructure/platforms and to ensure the protection and security of the DOE website from cybersecurity threats. Lot 3 includes the management and monitoring of the critical server and network infrastructure and the security of users' web browsing services (e.g., URL filter database) which is a vital security component to leverage our agency's cybersecurity measures.

### II. MANDATE

The ITMS is mandated to formulate policies, plans and programs relative to information and communications technology, geo-informatics and data and information management, and to ensure effective implementation thereof and compliance with government rules, regulations and standards.

### III. FACTS/POINTS FOR CONSIDERATION

1. The procurement of Server Network Infra and Security Software License Maintenance and Support Services – Lot 3: ICT Infrastructure Services Management and Monitoring Software for One Year was awarded to i-Secure Networks and Business Solutions Inc., through BAC Resolution No. 039 s. 2023 dated March 7, 2023 with the contract amount of Php6,300,000.00.
2. The Notice of Award dated March 30, 2023 approved and signed by the Secretary was received by Mr. Ritchie Gallardo, the bidder's representative, on April 3, 2023.

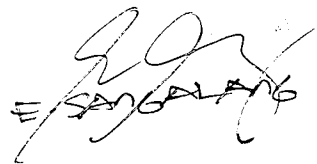
APR 13 2023  
E. SAGAYANG

**IV. ACTION REQUESTED**

We would like to request for the Undersecretary's approval and signature on the attached Notice to Proceed and Contract (six copies) for the commencement of the implementation of the project.

**V. PRAYER**

For the Undersecretary's consideration.

  
E/SANGALANG