

29 September 2025

MS. KRISTINE MAE L. MORA

Authorized Representative
Grand Meritus Security Agency Incorporated
3rd Floor Carpio Building No. 12 Xavierville Ave.
Cor. Pajo Street, Loyola Heights, Quezon City

**SUBJECT: NOTICE TO PROCEED – Contract for Security Services for
AOR IV-D (Additional Security Coverage in NCC)**

Dear Ms. Mora:

In reference to your acceptance of the Notice of Award dated September 19, 2025, we are issuing this Notice to Proceed (NTP) to your agency. This document authorizes you to commence security operations for Area of Responsibility IV-D (Additional Security Coverage in NCC), effective at 6:00 AM on or before October 6, 2025. Please ensure the deployment of the required personnel and equipment in accordance with the Contract for Security Services between BCDA and Grand Meritus Security Agency Incorporated, as outlined below:

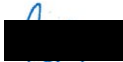
- a. (52) Security Officers/Security Guards – Annex A: Security Guard Requirements and Annex B: Location Map/ Security Post);
- b. Firearms, Communication, Transportation (Annex C), Standard First Aid Kit Requirements (Annex D), and Specification of Special Equipment and Services Requirements (Annex E2);
- c. Installation of CCTV System to be completed on or before 31 October 2025 (Specifications of Special Requirements CCTV System Annex E1).

You are further directed to submit to the BCDA-Security Management Department your Security Plan for AOR IV-D (Additional Security Coverage in NCC) within seven (7) calendar days upon receipt of this NTP.

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

Please be guided accordingly.

Very truly yours,


ATTY. GISELA Z. KALALO
Officer-in-Charge, OPCEO 

CONFORME:


MS. KRISTINE MAE L. MORA
Date: October 3, 2025

Letter to GMSAI re Notice to Proceed