



DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen Gil J. Puyat Avenue corner  
Makati Avenue, Makati City, Philippines

21 February 2023

## NOTICE TO PROCEED

**CONCEPCION-OTIS PHILIPPINES, INC.**  
21F BPI-Philam Bldg., 6811 Ayala Ave.,  
Salcedo Village, Makati City

Attention : **MR. JUAN ANTONIO S. GATUSLAO**  
Authorized Representative

Dear Sir:

The attached Contract Agreement having been approved, notice is hereby given to **CONCEPCION-OTIS PHILIPPINES, INC.**, for the **PERIODIC MAINTENANCE OF ELEVATOR EQUIPMENT** of **DEVELOPMENT BANK OF THE PHILIPPINES** effective February 21, 2023 to February 21, 2024.

Thus, you shall be responsible for providing the periodic maintenance services of five (5) units passenger and one (1) unit executive elevators under the terms and conditions of the Agreement.

Please acknowledge receipt and acceptance of this notice by affixing your signature on the space provided below.

Yours truly,

**SIGNED**

**ATTY. LUTGARDA C. BAQUIRAN-PERALTA**  
Senior Vice President  
Head, Procurement and Facilities Management Group

### ACKNOWLEDGEMENT:

**SIGNED**

**MR. JUAN ANTONIO S. GATUSLAO**  
Authorized Representative  
Date: February 21, 2023