



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

AUG 15 2024

GEMMA T. PENITON

Authorized Representative

SUNTAWOOD HOME AND OFFICE INC.

B1 L7 Unit C & D, Zabarte Road,
Brgy. 177, Camarin, Caloocan City

Dear Ms. Peniton,

Please be informed that the *Contract No. G-2024-071* dated 13 August 2024 for the *Purchase of three (3) Steel Shelves to be used for ANS Storage Rooms at Manila Control Tower* is ready for pick-up.

We shall cancel this award should you fail to acknowledge the receipt of said *Contract* within five (5) days upon receipt of this written notice for compliance.

Kindly notify the undersigned in writing at least seven (7) working days prior to your intended date of delivery. Your failure to inform us shall be ground for us to reject your unscheduled delivery.


You may send the notice to our official email at procurement@caap.gov.ph and supply@caap.gov.ph for which we will confirm our availability on said date.

Very truly yours,


OSCAR B. DEMETILLO, JR.

Chief Administrative Officer
Procurement Division

Approved Contract Agreement received by:


Gemma T. Peniton

Signature over Printed Name

Date

8-15-24