



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

JUN 13 2024

INA VERONICA C. PANES

Authorized Representative

LB2 LABORATORY SUPPLIES

No. 8 San Antonio Avenue, San Antonio
Valley 1, Paranaque City

Dear Ms. Panes

Please be informed that the *Contract No. G-2024-027* dated 11 June 2024 for the *Supply and delivery of Coffee Maker for various CAAP Office at H.O* 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,

ATTY. JOHN BEAU B. MASIGLAT

Officer-in-Charge, Procurement Division

Approved Contract Agreement received by:


Ina Veronica C. Panes

Signature over Printed Name

July 04, 2024

Date

