



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

October 09, 2024

SUSAN L. SANCHEZ

Authorized Representative

EPARTNERS SOLUTIONS, INC.

Unit 2506 Prestige Tower, Don F. Ortigas Jr.
Road, Brgy. San Antonio, Pasig City

Dear Ms. Sanchez,

Please be informed that the *Contract No. G-2024-130* dated 08 October 2024 for the *Procurement of two (2) Laptops for CCS* 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, Procurement Division



Approved Contract Agreement received by:


Susan L. Sanchez
Signature over Printed Name
Date October 10, 2024