



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

September 24, 2024

KYRA D. EBOJO

Authorized Representative

ACCESSORIES & SUPPLIES DEPOT, INC.

110 Labo St., Barangay Salvacion,
Quezon City

Dear Ms. Ebojo,

Please be informed that the *Contract No. G-2024-104* dated 23 September 2024 for the *Supply and delivery of Impact Dot Matrix Printer, 24 pins, 80 columns.* 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,


OSACR B. DEMETILLO, JR.

Chief, Procurement Division

Approved Contract Agreement received by:


Kyra D. Ebojo

Signature over Printed Name

Date

10-22-2024