



October 31, 2024

**MARY ANN M. FERRER**

Authorized Representative  
**ECOELECTRIC SOLUTIONS**  
Sitio Talisay, Brgy. Candadam  
Baybay City, Leyte

Dear Ms. Ferrer,

Please be informed that the *Contract No. G-2024-127* dated 30 October 2024 for the *Purchase of electrical materials for CAAP Central Office* 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.

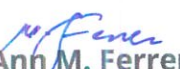
Kindly notify the undersigned in writing at least seven (7) working days prior to your intended date of delivery. Your failure to inform us shall be ground for us to reject your unscheduled delivery.

You may send the notice to our official email at [procurement@caap.gov.ph](mailto:procurement@caap.gov.ph) and [supply@caap.gov.ph](mailto: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:**

  
**Mary Ann M. Ferrer**  
Signature over Printed Name  
11/08/2024  
Date