



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

January 22, 2025

JOSE V. VELASCO

Authorized Representative

AIRPARTS ENTERPRISES

604 DRB Building, Aguinaldo Highway,
Palico IV, Imus City, Cavite

Dear Mr. Velasco,

Please be informed that the *Contract No. G-2024-210* dated 27 December 2024 for the *Supply and delivery of Aviation Headsets for Jet Type Aircraft* 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:

Jose V. Velasco

Signature over Printed Name

Jan. 31, 2025

Date