

2024-11-22 1



Republic of the Philippines  
Department of Agriculture

**SUGAR REGULATORY ADMINISTRATION**

Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1101  
TIN 000-784-336  
Website: <http://www.sra.gov.ph>  
Email Address: [srahead@sra.gov.ph](mailto:srahead@sra.gov.ph)  
Tel No. (632) 8929-3633, (632) 3455-2135, (632) 3455-3376

MEMO-BAC-2024-NOV-041

**NOTICE TO PROCEED**

November 13, 2024

**MS. IMELDA BAYBAYAN**

Store Manager

**K SERVICIO TRADE INC**

219 P. Tuazon Blvd., Socorro,  
Quezon City, Philippines

Dear **Ms. Baybayan**:

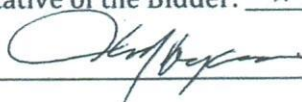
The attached Contract Agreement (**Purchase Order No. 24-10-784 dated October 17, 2024**) having been approved, notice is hereby given to **K SERVICIO TRADE INC**, that work may commence on the **SUPPLY AND DELIVERY OF EIGHT (8) UNITS BRAND NEW MOTORCYCLE (RE-BIDDING)**, effective upon receipt of this notice.

Thus, you shall be responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **Sugar Regulatory Administration**.

Very truly yours,

  
**HON. PABLO LUIS S. AZCONA**  
Head of the Procuring Entity (HoPE)  
Administrator and CEO

I acknowledge receipt of this Notice on Nov - 15, 2024Name of the Representative of the Bidder: IMELDA BAYBAYANAuthorized Signature: 

Management  
System  
ISO 9001:2015

[www.tuv.com](http://www.tuv.com)  
ID: 3105095467

