



Republic of the Philippines
Department of Agriculture

2024-10-2212

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
Tel No. (632) 8929-3633, (632) 3455-2135, (632) 3455-3376

MEMO-BAC-2024-OCT-061

NOTICE TO PROCEED

October 28, 2024

MS. RICHIE D. AQUINO

Sales Representative

INNOVALITE INC.

Jenny's Ave. cor Pearl St.,

Greenland Village, Rosario, Pasig City


Dear Ms. Aquino:

The attached Contract Agreement (**Purchase Order No. 24-08-577 dated August 13, 2024**) having been approved, notice is hereby given to **INNOVALITE INC.**, that work may commence on the **SUPPLY AND DELIVERY OF SEVENTY-THREE (73) UNITS BRAND NEW AIR CONDITIONERS (LOT 2, LOT 3, AND LOT 4)**, 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 OCTOBER 30, 2024

Name of the Representative of the Bidder: RICHIE D. AQUINO

Authorized Signature: 



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