



April 7, 2022

**SPH INTERNATIONAL CORP.**  
1102 Quiricada Extension, Tondo, Manila  
Tel. No.: (02) 8251-1548; 8254-0841  
Fax No.: (02) 8253-4350  
Email Add.: [sphinternational1@gmail.com](mailto:sphinternational1@gmail.com)

ATTENTION: **MS. JESSELYN S. CABUNSURA**  
Account Executive

Dear Ms. Cabunsura:

Subject: **NOTICE TO PROCEED**

We are pleased to inform you that the Purchase Contract for the Supply and Delivery of Goods for Relief (Food Items) under ITB No. CB22-00-003COR has been signed by the contracting parties.

Thus, we are issuing this Notice to Proceed for you to complete the supply and delivery of the food packs within seven (7) calendar days from the date of receipt of this notice at the PAGCOR Imus Warehouse, Bayan Luma, Imus, Cavite

Please be reminded that should you opt to submit a warranty security in a form of Special Bank Guarantee, it must be submitted on or before the scheduled delivery. Otherwise, PAGCOR shall apply the standard retention money of at least one percent (1%) of the contract price. The same shall be released after three (3) months from the formal acceptance, if and when there is no patent and latent defects.

You may coordinate with the following Community Relations and Services Department (CRSD) representatives, for the specific details of their requirement:

- Danilo B. Ramos, Senior Community Development Officer
- Philip S. Neri, Community Development Officer II  
0919 - 8514695
- Maria Laarni B. Orbeta, Acting Public Assistance Officer II  
0915 - 7322977
- Leonardo J. Del Valle, Assistant Communication Development and Welfare Officer  
0975 - 3836273

Kindly acknowledge receipt of this letter and email to [evelyngrace.aperocho@pagcor.ph](mailto:evelyngrace.aperocho@pagcor.ph).

We look forward to the completion of this project to our mutual satisfaction.

Thank you.


Very truly yours,

  
**ALBERTO O. REGINO JR.**  
Chief of Staff

/CDN/vev

cc: BAC 1  
AVP, CRSD

Received:

  
JESSELYN S. CABUNSURA  
Printed Name and Signature  
Account Executive  
Position  
04-11-2022  
Date

\* w/ original Purchase Contract 

04-11-2022