



September 16, 2019

**A4 LUCK MARKETING CORP.**

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Attention : **MR. MICHAEL ALMENDRALA**  
President

Gentlemen:

Subject: **NOTICE TO PROCEED**

We are pleased to inform you that the Purchase Contract for Lot 2 (Supply, Delivery and Installation of Ceramic Clay Roof Tiles) of the Supply and Delivery of Two (2) Lots Various Construction Materials for the Restoration of Vigan House at PAGCOR MIA Complex under ITB No. PB19-04-039COR, which was awarded to you, has been signed by your authorized representative and the duly designated PAGCOR official.

Thus, we are issuing this Notice to Proceed for you to complete the supply, delivery and installation of the items within thirty (30) calendar days from receipt of this notice.

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 no patent and latent defects are noted.

You may coordinate with Mr. Rommel C. Blen, Project Engineer of the Facilities Management and Engineering Department at tel. no. 521-0957 local 3208, for the specific details of their requirements.

Kindly acknowledge receipt of this letter by sending a signed copy of the same at fax no. 522-1357 local 7453 or email it to [CzarinaFe.Asuncion@pagcor.ph](mailto:CzarinaFe.Asuncion@pagcor.ph).

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

Thank you.

Very truly yours,

  
**RODERICK R. CONSOLACION**  
Chairperson  
Bids and Awards Committee (BAC) 1

  
RMP/csa

Cc: BAC 1  
FMED

  
Received by: Name/Position

  
Date