



Republic of the Philippines  
**DEPARTMENT OF FINANCE**  
Roxas Blvd. corner P. Ocampo St., 1004 Manila



January 21, 2025

**Mr. HENRY E. BAYONAS**  
Assistant Vice President  
**International Elevator & Equipment, Inc.**  
Km 23. West Service Road, South Superhighway  
Cupang, 1771 Muntlupa City, Philippines

**Subject: NOTICE TO PROCEED**

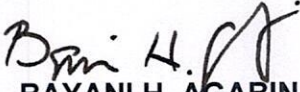
**Dear Mr. BAYONAS:**

In view of the award of contract to **INTERNATIONAL ELEVATOR AND EQUIPMENT, INC.**, you are hereby given Notice to Proceed for the contract of the **Preventive Maintenance and Load Testing of the Four (4) Elevator Units in the DOF Building for CY 2025** (the "Contract").

The effective date of the contract is upon receipt of this notice.

Thank you.

Very truly yours,

  
**BAYANI H. AGABIN**  
Undersecretary

CONFORME:

  
**HENRY E. BAYONAS**  
Date: January 30, 2025 