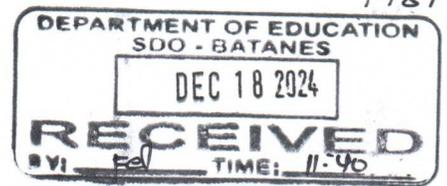




IYEA CONSTRUCTION

Kalasinan St, Brgy Sta Maria
Itbayat, Batanes
CP No. 09 497 3918 08



December 16, 2024

**Department of Education
Office of the Schools Division Superintendent
Schools Division of Batanes
Basco, Batanes**

Attention: **ALFREDO B. GUMARU, JR. EdD, CESO V**
Schools Division Superintendent

Subject: **REQUEST FOR RELEASE OF RETENTION** for Proposed Construction of Group Handwashing Facility – For Secondary (Option 1B – with Roofing, with Counter, with Tile Finish) at Itbayat National Agricultural High School, Itbayat, Batanes

Dear Sir,

Please be informed that the project above has been successfully completed in accordance with the terms and conditions of the contract, we now hereby request for the release of the Ten Percent (10%) retained from our previous billing in the total amount of **THIRTY SEVEN THOUSAND THREE HUNDRED SIXTY SIX PESOS & 21/100 (P37,366.21)**.

Thank you for your prompt attention to this matter.

Very Truly yours,



GILBERT A. VALIENTE
Authorized Managing Officer
IYEA Construction