



PICC

Philippine International Convention Center

REQUEST FOR SERVICES (NON-PERSONAL SERVICES)

Supplier: **Premierlogistics, Inc.**
Address: 12th Floor VGP Center, Ayala Avenue, Makati City

R.S No. **021-19**
Date: **May 02, 2019**
Mode of Procurement: **AMP-SVP**
Department: **MEMD**
Section: **EVNT**

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Contract Period: The contract period will start on May 23, 2019 and will end a year or until the contract amount is utilized, whichever comes first.

Unit	Description	Unit Cost	Total Cost
1 LOT	Courier - Annual courier services 1. For delivery and courier of relevant documents and files to clients. 2. Transit period should be 1 to 2 days within Metro Manila and 3 to 5 days outside Metro Manila. 3. The delivery shall cover areas within and outside Metro Manila and International locations	P96,600.00	P96,600.00
(Total Amount in Words) NINETY SIX THOUSAND SIX HUNDRED PESOS ONLY			P96,600.00

Very truly yours,

Dinah M. Gonzalez
MEMD Director

This Request for Services together with all its terms and conditions, as embodied in the bid documents for the public bidding/Request for Quotation of this project, is hereby accepted by us with the warranty that we have not given nor do we intend to give any amount of money or gifts in any form whatsoever to any official or employee of the PICC for the purpose of securing this order or having the payment hereof expedited. We hereby declare it to be known to and accepted by us that any violation of this warranty shall constitute sufficient ground for the PICC to revoke this award and cause us to execute from any further dealings with the PICC.

We further declare it to be known to and accepted by us that our failure to render services within the period specified herein shall give the PICC the right to cancel the Request for Services or make an open market furnishing of necessary services specified above for which we agree to reimburse the PICC for all payments made by it in excess of the price quoted herein for the said unfulfilled job.

We agree that in the case of delay in the required services, the PICC may at its option, impose penalty in an amount equivalent to 1/10th of 1 percent of the total amount of this repair order for each day of delay, as liquidated damages, collected by the PICC from any amount due us.

Conforme:

(Signature over Printed Name of Supplier)

Date 5/14/19

Funds Available:

Postage and Courier Services - P96,600 -

Susan M. Galang

Cost Control & Budget Officer

P. R. No: **MKT-2019-01-009**

Amount: **P105,000.00**