



REQUEST FOR SERVICES
(NON-PERSONAL SERVICES)

Supplier: **Wilan Merchandising Phils., Inc.**
Address: **460-B Quirino Highway, Brgy. Talipapa, Quezon City**

R.S No. **025-19**
Date: **May 14, 2019**
Mode of Procurement: **AMP-SVP**
Department: **TSD**
Section: **EECSD**

Gentlemen:

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

Completion Period: **Within fifteen (15) calendar days upon receipt of Notice to Proceed.**
Terms of Payment: **Full payment within two (2) weeks after full completion and final acceptance of TSD-EECSD**

Unit	Description	Unit Cost	Total Cost
1 LOT	Repair of Genie Aerial Vertical Lifter. - - Item: Battery Charger, 12 volts, 15 amperes Battery, 12 volts, min. of 3 SMF - Supply of labor and materials for the repair of Genie Vertical Lifter, Model AWP40S, to include but not limited to the following: a. Clean and check the unit. b. Supply and delivery of 1 unit battery charger and 1 unit battery. - Remove the existing battery charger and install the new unit. - Install the new battery and connect the terminal connection. Terminal connector, if needed, shall be provided by the Contractor. - Testing and commissioning.	P70,000.00	P70,000.00

(Total Amount in Words) **SEVENTY THOUSAND PESOS ONLY**

P70,000.00

Very truly yours,

[Signature]
Wilson B. Delos Reyes
Director, TSD

If it is understood that furnishing of necessary repair parts or other supplies as included in the services to be performed. Replaced worn out parts shall be returned to the PICC.

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, collectible by the PICC from any amount due us.

CERTIFIED TRUE COPY

Conforme: *[Signature]*
VENUS P. NOPIES
(Signature over Printed Name of Supplier)
6/4/2019
Date

Funds Available:

[Signature]
RM - Electrical Services
Susan A. Galang

P. R. No: **TSD-2019-02-001**

Amount: **₱70,000.00**