



PICC
Philippine International
Convention Center

**REQUEST FOR SERVICES
(NON-PERSONAL SERVICES)**

To: **Mr. Deejay Pascual**
JAYTERKIEL BUILDERS
Baliwag, Bulacan

R.S. No. 043-19 Date: Sep. 6, 2019
P.R. No. TSD-BSD-2019-05-001
P.R. Date: May 29, 2019
Dept./Office: TSD-BSD

Sir:

Please render the necessary services to the following listed below:

Unit	Description	Unit Cost	Total Cost
1 Lot	Supply of Labor & Materials for the Installation of Window Screens and Screen Doors at the Service Pantry Completion Period: Within thirty (30) calendar days after the receipt of Notice to Proceed Payment Terms: 1. Payment shall be made in full and shall be processed upon submission of the following: a. Letter request of the Contractor for the release of the full payment. b. Photographs of installed window screens and doors. 2. Payment shall be subject to five percent (5%) retention money and shall only be released after the lapse of the warranty period.	P 280,000.00	P 280,000.00 VAT Inclusive
(Total Amount in Words) TWO HUNDRED EIGHTY THOUSAND PESOS			P 280,000.00

Very truly yours,

ROBERTO A. GARCIA
Deputy General Manager

This Request for Services together with all its terms and conditions, as embodied in the Request for Quotation and Terms of Reference 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 violations of this warranty shall constitute sufficient ground for the PICC to revoke this award and cause us to exclude 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 prices 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 unperformed works, for each day of delay, as liquidated damages, collectible by the PICC from any amount due us.

**CERTIFIED AS TO AVAILABILITY OF
FUNDS CHARGEABLE TO**

RM - Building Services P 280,000.00

SUSAN M GALANG
COST CONTROLLER

Conforme:

DEEJAY PASCUAL
(Signature Over Printed Name of Supplier)

09/14/19
Date