



REQUEST FOR SERVICES

(NON-PERSONAL SERVICES)

Supplier: Lyric Piano & Organ Corporation
Address: 184 Dr. Alejos St. La Loma, Quezon City

R.S. No: 012-21
Date: February 26, 2021
Mode of Procurement: AMP-SVP
Department: ADM
Section: HR

Sir/Madam:

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

Period of Completion: 7. The services shall be rendered on an on call basis. No. of Services: 6 services - Adjusting & Tuning Services of Baby Grand Piano; 6 services - Tuning services of upright pianos.
Terms of Payment: Payment shall be within 2 weeks after each service rendered or after final acceptance of the FFD's authorized representative & upon submission of required documents

Unit	Description	Unit Cost	Total Cost
1 LOT	Supply of services for the moving and tuning of the 2 units Upright Pianos and 1 unit Baby Grand Piano	P 58,800.00	P 58,800.00
(Total Amount in Words) FIFTY EIGHT THOUSAND EIGHT HUNDRED PESOS ONLY			P 58,800.00

Very truly yours,

Roberto A. Garcia
Roberto A. Garcia
Deputy General Manager

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.

The 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 exparte 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.

Conforme:

Lias Jr. Adrian T
Lias Jr. Adrian T
(Signature of / Printed Name of Supplier)

03/05/2021
Date

Funds Available: RM - Facilities and Grounds P 58,800
Susan M Galang
Cost Control & Budget Officer

P. R. No: ADM-FPD-2020-12-005
Amount: P 61,740.00