



WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
 Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
 TIN : 004-714-864-000 VAT Reg.
 Tel. No. : 0919-084-7383

Work Order No.: 2026-108
 Date : 5/20/2026
 JO No. : 2026-089
 Date : 4/16/2026
 Mode of Procurement : Direct Contracting
 Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	lot	PROCUREMENT OF PREVENTIVE MAINTENANCE SERVICES FOR PASSENGER ELEVATOR Preventive Maintenance of One (1) Unit 1000 kgs Capacity, 5-Stop "KONE" Passenger Elevator located at the A.B Building, Lucinda Campus. (for one (1) year contract). Terms of Reference: III GENERAL MAINTENANCE 1. The Contractor shall conduct monthly preventive maintenance within the one (1) year contract 2. The Contractor shall provide at his own expense (except Owner-Supplied Services and Materials) all necessary labor, supervision, tools, equipment, materials consumables services, and all items of expense necessary to complete the project. The specific works are as follows 2.1 Cleaning and checking brake sleeve/shaft/plunger 2.2 Checking brake lining 2.3 General brake adjustment and oiling 2.4 Check gear oil level 2.5 Check any irregular noise from stand/thrust bearing, etc. 2.6 Check emergency power source - battery/battery charger 2.7 Check oil leakage from oil seal/gasket 2.8 Check and clean door motor/replacement of door motor carbon brushes. 2.9 Check and clean inductor/inductor plate run by 2.10 Check safety catch mechanism/tightened lifting rod screws. 2.11 Check and adjust car/counterweight guide shoes/guide shoes rollers 2.12 Check in car kickplates, trimmings, formicas, tiling. 2.13 Check in car lighting and fan. 2.14 Check and eliminate running noise or vibration. 2.15 If the Car Operating Panel (COP), Hall Operating panel (HOP), backup battery, door wire rope, main wire rope, pulley, machine drive or any part of the elevator breaks down, the Tarlac State University shall supply the replacement parts, but the Contractor shall undertake the necessary installation/repairs to bring it back to its normal operational condition. 2.16 Calibration & Load Testing 2.17 All expenses for the renewal of the Certificate of Operation for the Passenger Elevator and other pre-requisite government permits and clearances shall be provided by TSU. The Contractor should be physically present together with TSU/OFDM personnel during the annual inspection.	267,429.18	267,429.18





WORK ORDER

Procurement Unit
Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		3.The Contractor shall provide recordkeeping, a complete log must be kept that contains records of all maintenance, adjustments, repairs, replacements performed on the elevator. The log must include the following: 3.1 Dates 3.2 Names of participating personnel 3.3 Description of tasks performed, including tests and inspections, reports trouble calls, corrective action, recommendations, or any other incidents related to the elevator. 4.Maintenance, repairs, or replacements shall have performed only by the trained technicians of the Contractor. 5. The program shall include but not limited to, maintaining the elevator to run a rate speed, rated capacity, desired door open/close timing of designated floor stops, required floor and leveling parameters. 6. Safety 6.1 The following practices shall be observed, at a minimum during maintenance, inspection, or testing procedures: 6.1.1 All safety devices must be in operational condition. 6.1.2 Lock-Out/Tag-Out procedures must be followed if maintenance procedures require that equipment not be operated. 6.1.3 Ensure that personnel performing maintenance, inspection and testing task wear a proper protective equipment such as shoes, hard hats, eye protection, hand protection, etc. 6.1.4 Provide barriers and signage where applicable, especially at Landing doors. 6.1.5 Upon completion of work, remove any jumper wires that were used. 6.1.6 Provide proper lighting. IV RESPONSIBILITIES OF THE CONTRACTOR 1. The Contractor shall ensure that service technicians to be assigned at the Tarlac State University (TSU) are well screened, technically and professionally trained, courteous, cooperative, efficient reliable, trustworthy, well-groomed, physically, and mentally fit. No personnel shall be assigned who have not been approved by the TSU/Office of Facilities Development and Management (OFDM). 2. The Contractor and its service technicians shall agree to abide by the safety and security requirements of the TSU. They must comply with the TSU's House Rules and Regulations, directives, instructions and other existing rules and regulations while inside the premises. 3. The Contractor's service technicians shall subject themselves to security checks, but not limited to examination of the person and/or his/her personal belongings.		

COMMISSION ON AUDIT

RECEIVED

DATE: 5/20/2026

TARLAC STATE UNIVERSITY



WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		4. The Contractor shall ensure that its service technicians wear their proper company working uniform equipped with appropriate Personal Protective Equipment (PPE) while performing service maintenance and repair works inside the TSU's premises. Loitering inside the TSU's premises is not allowed. 5. The Contractor shall provide/equip all its service technicians with the tools during the contract without any additional cost to the TSU. 6. The Contractor shall see to it that the area is clean and in its original condition after the servicing has been made. Any damage/s caused by the Contractor's assigned technician or personnel shall be restored by the Contractor at no additional cost to TSU 7. All other items of work not specifically mentioned but which are necessary to complete the work shall be provided by the Contractor at no additional cost to TSU. V. WARRANTY 1. Contractor's Warranty: Contractor agrees to repair, restore, or replace passenger elevator parts that fail in materials or workmanship within specified warranty period at no additional cost to TSU. VI. APPROVED BUDGET OF THE CONTRACT 1. Funds necessary to implement the PREVENTIVE MAINTENANCE AND REPAIR SERVICES OF ELEVATOR UNIT AT ACADEMIC BUILDING is Three Hundred Seven Thousand Five Hundred Forty-Four pesos (P 307,544.00) inclusive of taxes. VII. CONTRACT DURATION 1. The contract shall be effective for one (1) year from the date stated in the Notice to Proceed (NTP) to be issued by TSU. VIII. TERMS OF PAYMENT 1. Payment shall be on a monthly basis upon receipt of the monthly billing based on actual services rendered and upon submission of the Monthly Maintenance Report, Issuance of Certificate of Job Completion, and Inspection Report of OFDM. IX. ELIGIBILITY OF THE CONTRACTOR 1. The Contractor is required to submit at least One (1) similar contract/s awarded and completed from Y2018 up to present with an amount of at least Fifty Percent (50%) of the Approved Budget for the Contract (ABC) The Contractor shall have at least Five (5) years of experience in elevator maintenance. Also, they shall have an experience in maintaining the type of elevators stated in the Descriptions of the Elevator in their list of on-going and completed contracts.		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		X. EFFECTIVITY 1. The contract is effective on the date indicated in the NTP and shall remain in full force for One (1) year or unit is effective by either party (TSU or Contractor) upon prior written notice by either party. Terminal les follow the prescribed procedure under the provision of RA 9184 and its IRR. 2. The Tarlac State University reserves the right to pre-terminate the contract after thirty (30) calendar days via written notice for the Contractor, if in Tarlac State University's opinion, after due Verification of facts, the Contractor is not providing satisfactory services or is not complying with the Terms and Conditions of the Contract. The grounds for the termination of the Contractor by the Tarlac State University include but not limited to the following: 2.1 Violation(s) of any of the terms and conditions of the Contract; and 2.2 Any other act or omission by the Contractor or its service technicians which is detrimental or prejudicial to the interest of the Tarlac State University, its employee(s), or the public. OFFER: 2. Your Equipment groups covered by contract Group Name: NON DX EQUIPMENTS; Elevators: 1; Price VAT Inc.: 22,285.77; Total Annually - PMS: PHP 189,311.75; Load Testing - 1x a year: PHP 78,117.43; Total PMS with Load Testing - Annually: PHP 267,429.18 3. Our Service 3.1 Communication and Interaction Services KONE Customer Notifications: Included KONE Care Online: Included 3.1.1 Value Added Services * Services and Options - 24/7 Connected Services: Included - 24/7 Planner: Included - KONE Information 300 Service: Not Included 3.1.2 Essential Services * Services and Options - Task Maintenance Service: Maintenance visits in accordance with all legislative requirements - KONE Care Center service hours: Included 24/7 service 3.1.3 Repair and Breakdown Services * Services and Options - Full Call out coverage: All technical breakdown services covered		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency.

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		- Breakdown cost coverage due to Misuse: Not Included - Materials groups to included in repair coverage: Not Applicable - Repair cost coverage due to vandalism: Not Included - Fixer repair budget for repairs: Not Included - Air Condition Maintenance: Not Included 3.1.4 Performance Services * Services and Options - Entrapment rescue response time within agreed service hours: 2-hour response time - Contract Mangement services: Not Included - Breakdown service execution time covered by the contract: - Breakdown service cost covered 24/7 * Services and Options - Customer specific backreporting: Not Included - Service hours for scheduled maintenance: KONE normal working hours - Breakdown service response time within the agreed service hours: 4-hour response time for breakdown * Contract Duration Period: 1 year contract start date 4. The Following enclosed Appendices form an integral part of this contract Appendix 1: Equipment List Equipment number: 43477526; Inventory number: PE 1; No. of landing doors: 5; Speed: 1; Load: 1000; Monthly Unit Price Vat Inc: PHP 22,285.77 Appendix 2: Separately chargeable services - The Contract Price includes the labour cost for Call-out Service during the agreed working hours in table 3.1.3 "Performance service" above and spare parts under the agreed repair coverage in table 3.1.4 "Repair and breakdown services" above under the Agreed Limit. - Call-out Service - The Contract Price includes the cost of necessary spare parts for Service Repair depending on the agreed repair coverage in table 3.1.3 "Repair and breakdown services" above under the Agreed Limit. - Service Repair - The Contract Price includes the necessary spare parts for Call-out Service and Service Repair up to the agreed repair coverage in table 3.1.3 "Repair and breakdown services" above. - Agreed Limit		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		If necessary, any and all 1. labour related to Service Repair, 2. labour related to Call-out Service outside of Agreed Working Hours, 3. any and all materials, components and spare parts above the Agreed Limit, and 4. any Services excluded in the General Terms and Conditions for Maintenance Services, shall always be subject to a separate order by the Customer and order confirmation by KONE and be separately payable by the Customer. - The Customer, however, consents that KONE may in all cases perform the following work even in the absence of a separate order by the Customer: - KONE shall dispatch a service technician to rescue entrapped passengers upon the receipt of reported entrapment by the KONE Customer Care Centre™ even if this were to occur outside of Agreed Working Hours; and 5. KONE shall make repairs and exchange spare parts where these are of minor value and are necessary in order to bring the Equipment into safe and undisrupted operation even if such spare parts are not included in the Agreed Limit. - In such cases the work and the spare parts used shall be separately payable by the Customer Appendix 3: Description of Services * Essential Services - KONE Care Center Service Hour: The KONE Customer Care Center assists you and your end users with equipment-related queries or problems. Contacting your local KONE Customer Care Center is easy. Simply dial +63288112929. Our professional staff knows your equipment and situation, and, if required, can dispatch a service technician to resolve your problem. * Repair and Breakdown services - Full Call out coverage: KONE Call Out coverage is for situations where your equipment either breaks down completely or has a malfunction and is not operating as it should and thus requires an additional unplanned service visit by a KONE technician at the customer's request. Call out coverage does not cover the cost of material and labor for any additional repairs required to bring your equipment back into operation. * Performance Services		





WORK ORDER

Procurement Unit
Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		Entrapment rescue response time within agreed service hour: 0.5-hour response time - Preventive maintenance: KONE preventive maintenance helps to prevent problems before they appear. We maintain your equipment according to an individual plan based on factors like age and usage. This means that individual components and systems are serviced at the right time and according to all relevant regulations. - Breakdown service execution time covered by the contract: KONE Breakdown service execution time where service cost are covered within the contract • Breakdown service cost covered 24/7 - Service hours for scheduled maintenance: Service carried out 08:00 to 17:00 from Monday to Saturday, excluding public holidays - Breakdown service execution time at normal labour rate: KONE Breakdown service execution time where normal hourly rates apply - Breakdown service response time within the agreed service hours: 4-hour response time for breakdown * Communication Services - KONE Customer Notifications: Customer Notification Service informs customers via K'ONE's mobile app about the current status of scheduled, ongoing or completed service activities. Information can be delivered as well by email, if requested. - KONE Care Online: With KONE Care™Online you can follow the service provided by KONE, including service visits, service requests, and repair services. The online service gives you access to performance, maintenance, breakdown, and repair data for your equipment, making planning and budgeting easier. The functionality and available content will depend on the selected service level. * Value Added services - 24/7 Connected Services: KONE's 24/7 Connected Services uses advanced remote monitoring and analysis technologies to bring intelligent services to elevators and escalators. 24/7 Connected Services provides continuous updates on the status and condition of the equipment, allowing KONE to perform services tailored to each equipment's needs and to further improve safety. • Included - 27/7 Planner: 24/7 Planner helps to make informed and timely decisions about upcoming repairs and modernizations utilizing advanced analytics combined with our experts advice. The service includes the following elements		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		- Elevator and portfolio level condition reports - Data-driven Asset Management Plan up to five years in the future - Annual Review meeting with designated KONE expert - 24/7 monitoring of elevator life-time condition added with expert on-site validation • 24/7 Planner included Appendix 4: General term and conditions 1. DEFINITIONS The following defined words and phrases shall have the following meanings: - Contract: The contract entered into between KONE and the Customer for provision of the Services including these General Terms and Conditions and all other appendices of the contract. The Contract may be in the form of an accepted tender letter. - Equipment: The elevators and escalators listed in the Contract, and relat-ed components and parts - Initial Term: The initial contractual term as set out in the Contract - Normal Working Hours: The time between 08:00 to 17:00 from Monday to Saturday, excluding public holidays - Party or Parties: The CUSTOMER and/or KONE - Price: The fees payable by the Customer for the performance of the Services as set out in the Contract. - Services: The services agreed to be performed by KONE relating to the Equipment as detailed in the Contract. - Site: The building(s) where the Equipment is located. - Start Date: The date stated in the Contract as the start date. - Statutory Requirements: All applicable statutory, regulatory and legislative requirements concerning the condition and maintenance of the Equipment. - Excluded Events: (a) Fire, smoke, water, moisture or prior exposure to such conditions, (b) overloading or building settlement, (c) abnormal temperature or humidity or other adverse conditions, (d) fluctuations, disruptions or unavailability of power supply or communication networks, (e) computer viruses, hacking or cyber-attacks, (f) misuse, tampering, theft or vandalism of the Equipment, (g) pressure testing or testing under full load or speed (h) work done to the Equipment by anyone other than KONE, (i) obsolete Equipment or parts and (j) any other causes outside the reasonable contro of KONE 2. PROVISION OF MAINTENANCE SERVICE BY KONE KONE shall perform the Services in accordance with the Contract.		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108

Date : 5/20/2026

JO No. : 2026-089

Date: 4/16/2026

Mode of Procurement : Direct Contracting

Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		KONE shall perform the Services in accordance with the Contract. In performing the Services, KONE shall use reasonable efforts to maintain the Equipment in proper operating condition. KONE shall determine how frequently KONE visits each Equipment in accordance with the repair and maintenance needs of the Equipment. Therefore the interval between visits may vary and there may be calendar months during which the equipment is not visited by KONE. Upon completion of each maintenance and/or repair visit KONE's technician shall collect an electronic signature from a representative of the Customer at the Site on an electronic service report by using a mobile phone and send the report by email up to two designated email addresses as informed by the Customer. If a representative of the Customer refuses to sign a correct report or no representative of the Customer is present at the Site to sign, the electronic service report prepared by KONE shall nevertheless be considered valid and complete and the following shall apply. Each electronic service report shall be deemed proof of the maintenance and/or repair services provided by KONE. KONE shall use trained and appropriately supervised personnel to perform the Services and shall provide the Services in accordance with the Statutory Requirements. Any tools and equipment used by KONE in the performance of the Services such as safety fences, whether stored at the Site or not, shall remain the property of KONE and shall not be used by any other party. - Unless otherwise agreed in the Contract, KONE shall perform the Services during Normal Working Hours. Unless otherwise agreed in the Contract, any work done outside Normal Working Hours is not included in the Price and will be charged separately by KONE. Unless otherwise agreed in the Contract KONE will perform all maintenance and call out activities with one trained technician. - If the Customer requests additional services outside the scope of the Contract, KONE may (but has no obligation to) provide such services. If KONE agrees to provide such services, KONE will charge for these separately. 3. EXCLUSIONS FROM THE SCOPE OF SERVICES The following work and/or parts are excluded from the Services and are separately chargeable by KONE: (a) refilling and replacement of gearbox oil and the disposal of waste oil; (b) repair or replacement of parts and/or other work due to Excluded Events; (c) cleaning, except for cleaning of dirt that is directly caused by the provision of the Services;		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		(d) pressure testing or testing under full load or speed; (e) inspections or testing of the Equipment by authorities, inspection bodies or other third parties; (f) maintenance and repair of the Site local area network (LAN); (g) repair and replacement of Customer's access control systems and communications equipment (such as info screens, TVs, music systems, CCTV, intercom, telephone) and supervisory panel; (h) security equipment, Elevator Passenger Guidance (e.g. EPG, I-Link) and remote monitoring (e.g. EMC, E-Link) computer and its peripherals, monitor hardware, message display unit & monitor, printed circuit boards and card access system; (i) machine room ventilation, circuit breaker, distribution switchboards; (j) where the Equipment was not originally supplied and installed by KONE, installation, repair and/or replacement of parts or additional materials due to defects in the quality of the manufacturer's or installer's equipment, materials or workmanship; (k) modifications to the Equipment or additional work required by new or changed Statutory Requirements; (l) repair and replacement of parts that in KONE's reasonable opinion are obsolete and other modernization of the Equipment; (m) any parts for elevator air conditioning maintenance; and (n) for elevators: repair, replacement or redecoration of car, shaft enclosures, suspended ceiling platform (flooring), gates, door panels, door frames, jambs, faceplates, glazed shafts, exterior glasses, car and landing sills and decorative works, all wiring outside of the machine room and hoistway, buried cylinders and pipings. The following work and/or parts are excluded from the Services and are separately chargeable by KONE unless otherwise agreed in the Contract under "Our service" Table 3.1.3: (o) repair and replacement of fast moving parts; (p) repair and replacement of lighting elements and batteries; (q) replacement of the hoist machine, gearbox, drive module, control panel, travelling cable, sheaves, hoist ropes, overspeed governor ropes and, for hydraulic elevators, cylinders and pistons and change of hydraulic oil; (r) labor for elevator air conditioning maintenance; (s) for escalators: repair or replacement of handrails, internal and external balustrades, truss cladding, skirtings, deck panels, floor plates, steps, step chains, comb plates, decorative finishes and other panels; and (t) annual load testing for permit purposes.		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		4. RESPONSIBILITIES OF THE CUSTOMER - In case the contract includes SLA customer is obliged to reply to KONE SLA submission within 7 days. In case no written dispute is given the proposed SLA sent by KONE shall be deemed approved and final. - The Customer shall immediately inform KONE of: (a) Any malfunction of the Equipment or accident involving the Equipment. (b) Any hazardous substances, such as asbestos, at the Site and their presumed locations; and (c) Any change or planned change in the use of the Equipment or the Site. (d) Customer to provide proper ventilation and cooling in the machine room. Ambient temperature in the machine room should always be between 23 to 26 degrees Celsius. - If the Equipment is dangerous to any person, the Customer shall take the Equipment out of use until KONE's personnel arrive on Site. - The Customer shall provide KONE's personnel a safe and adequate working environment. The Customer shall provide KONE's personnel easy access to the Equipment, including car parking close to the Equipment allowing easy transportation of heavy tools and spare parts to the Equipment. The Customer shall provide the machine room with adequate lighting, cooling, moisture control, dust filtering and ventilation as required by KONE and ensure the machine room is always locked unless accessed by KONE. The Customer shall provide each shaft with adequate lighting as required by KONE. - The Customer shall co-operate with KONE as reasonably requested by KONE. The Customer shall provide any information requested by KONE relating to the Equipment and shall ensure that any information it provides is complete and accurate. The Customer shall comply with all applicable Statutory Requirements, including work safety regulations and any applicable retroactive norms relating to the safety of existing Equipment. - If the Customer determines that it requires services outside the scope of this Contract, the Customer shall provide KONE with an opportunity to provide a quotation. If the Customer elects to have a third party perform such services, KONE reserves the right to adjust the Price. - The Customer shall notify KONE if a third party works on the Equipment during the term of the Contract. The Customer will reimburse KONE for the cost of inspecting any third party work and any additional worked required by KONE. - The Customer is responsible for all wiring at the Site and a stable power supply for the Equipment.		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		The Customer is responsible for the LAN used and any interface between the LAN and the Equipment. The Customer shall ensure that the LAN and any possible interface towards the Equipment meets the technical requirements informed by KONE and/or the supplier of the Equipment, and that the LAN does not interfere negatively with the functioning of the Equipment. - The Customer shall defend, indemnify and hold KONE harmless from and against all liabilities, costs, expenses, damages and losses by KONE arising out of or in connection with any breach of this Section 4 by the Customer or the Customer's negligence or willful misconduct. 5. PRICE & PAYMENT TERMS - Unless otherwise agreed in the Contract, the Price includes Value Added Tax and payment of the Price is due within 30 days from the date of the invoice. The payment of any other applicable taxes is in addition to the Price. - If the Contract is renewed to continue after the Initial Term, the Price shall be adjusted annually by KONE in accordance with the price adjustment percentage agreed in the Contract, which shall be 6% if no price adjustment percentage is stated elsewhere in the Contract. Further, KONE may adjust the Prices annually in accordance with any increase in labor, material or other costs of performing the Services. KONE may adjust the Prices without delay to take into account any increase in the costs of performing the Services due to new Statutory Requirements or tax provisions coming into effect after the Start Date or due to material changes in the use of the Equipment or Site. If at any time the Philippines' headline inflation, as announced by the Philippine Statistics Authority, is 6 percent or higher, the Price for the remaining term of Contract shall be increased in accordance with the inflation percentage as notified by KONE to the Customer. - If the Parties have agreed that the fees for the Services or other work performed by KONE shall be paid in installments, the unpaid portion shall fall immediately due in case of expiration or termination of the Contract - If payment of any amount due under the Contract is delayed, KONE is entitled to charge interest on the overdue amount at two percent (2%) per month for every day the payment is overdue. KONE shall also have the right, without prejudice to other remedies, to suspend provision of the Services until the Customer has paid all amounts due in full with interest. KONE shall be entitled to recover all reasonable costs and expenses incurred due to the suspension and/or resumption of Services 6. SPARE PARTS - All parts supplied by KONE shall be original parts or of similar		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati
City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108

Date : 5/20/2026

JO No. : 2026-089

Date: 4/16/2026

Mode of Procurement : Direct Contracting

Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		functionality and quality as original parts. All parts under this Contract shall be supplied by KONE and KONE does not accept any parts provided by the Customer or third parties. Title to parts supplied by KONE shall pass to the Customer only after payment in full for the parts. - KONE warrants that parts supplied by KONE shall be free from defects for a period of 1 year from installation by KONE, or if not immediately installed, from delivery to the Customer. The warranty does not cover defects due to normal wear and tear and Excluded Events. KONE's liability for any defect in a part supplied by KONE shall be limited to replacement of such part by KONE at its expense. Any part or component replaced by KONE shall become the property of KONE. 7. FORCE MAJEURE - KONE shall not be liable for any failure to fulfill any obligation under the Contract to the extent prevented or delayed by circumstances beyond KONE's reasonable control such as, but not limited to acts of God, acts of government, trade sanctions, war, terrorism, civil commotion, material shortages, transportation delays, strikes, lock-outs or other labor unrest, adverse climate conditions, epidemics, natural disasters or accidents. - Any agreed delivery, availability or response times for the Services shall be extended if any delay or disruption is caused by measures imposed by authorities or requested by the Customer to trace, reduce or stop the spreading of any epidemic, pandemic or the Coronavirus disease, such as any accommodation, disinfection, quarantine or transport facilities required for personnel, testing, health and safety requirements, holiday extensions, containment measures or transportation restrictions (all of the foregoing referred to as "Measures") or the availability of personnel, logistics providers or supply chains due to the pandemic. The Price does not include for any costs KONE may incur due to any Measures and any costs KONE incurs due to any Measures are recoverable from the Customer by KONE. 8. INTELLECTUAL PROPERTY RIGHTS - KONE shall retain title and ownership to all intellectual property rights relating to any hardware, software, documentation, drawings or other material supplied by KONE under or in relation to this Contract. - The Customer shall not use or copy any software, documentation, drawings, or other materials supplied by KONE under the Contract for any other purpose than use and maintenance of the Equipment, or allow a third party to do so. - KONE may collect, export and use data generated on the use and operation of the Equipment. KONE may export such data using a network connection and owns any data exported to KONE		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor I Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No. : 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date : 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		- KONE collects certain personal information on the Customer's representatives. Such data is primarily used for providing the Services and managing the customer relationship, but may also be used for contacting the representatives (by phone, e-mail, SMS and other electronic means) for surveys and to market KONE's and its partner's products and services. More information about the data processing can be obtained from KONE's website (www.kone.com). The Customer undertakes to perform its duties pursuant to legislation applicable to data processing required or implied by the Contract. 9. LIABILITIES - Despite any other provision of the Contract, to the fullest extent permitted under applicable laws, KONE shall not be liable for any: (a) damages or losses caused by Excluded Events; (b) loss of profit, loss of use, loss of business, loss of good will and any indirect, consequential, incidental, special, or punitive damages; (c) damages or losses due to KONE being prevented from performing the Services due to Force Majeure or any failure of the Customer to satisfy any of its obligations under the Contract; (d) loss, damage or injury to persons or property due to the operation or malfunction of the Equipment, except to the extent that the loss, damage or injury is a direct result of KONE's negligence or willful misconduct; (e) personal injury resulting from Equipment malfunctions or accidents which are not reported to KONE as set out in Section 4; and/or (f) failure by the Customer to carry out any work or make any repairs, replacements or upgrades recommended by KONE or required by Statutory Requirements - KONE's aggregate annual liability for any losses or damages arising under or in connection with the Contract shall in no event exceed an amount equal to 20% of the aggregate Price paid by the Customer under this Contract during the year. - Other than as explicitly set forth in the Contract, KONE makes no warranties, whether express, implied, statutory, or collateral, including without limitation warranties of merchantability and fitness for a particular purpose. 10. 24/7 CONNECTED SERVICES - If the Customer has opted for KONE 24/7 Connect, the following shall apply: - Unless the Equipment already has the necessary hardware, KONE shall install the data transmission unit and other hardware necessary to provide KONE 24/7 Connect. Unless otherwise agreed, the hardware installed by KONE under this Contract and not part of the original Equipment		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		delivery, is owned by KONE. The Customer shall provide KONE access to the hardware. KONE may update any hardware owned by KONE. - If providing KONE 24/7 Connect would require modernizing the Equipment, either Party may terminate the agreement for KONE 24/7 Connect unless the Customer agrees to have such modernization undertaken at its costs. - Repair and maintenance needs identified through KONE 24/7 Connect are acted upon based on the repair coverage agreed in the Contract. Unless otherwise agreed in the Contract, all call-outs, repairs, or maintenance prompted by KONE 24/7 Connect shall be performed during Normal Working Hours. All response times generated by the service shall be calculated starting from the beginning of Normal Working Hours the next business day. - If KONE 24/7 Connect identifies an urgent service need, and this is not covered by the repair coverage agreed in the Contract, KONE shall attempt to contact the agreed contact person(s) at the customer to agree on the necessary maintenance or repairs. However, even if KONE does not reach the contact persons, KONE may perform such maintenance or repairs identified as urgent. Such work shall be chargeable to the customer even if not covered by the repair coverage agreed in the Contract. - KONE 24/7 Connect uses a data transmission unit to transfer data on the Equipment operation to the KONE cloud for analysis. Network charges are included in the Price of KONE 24/7 Connect. However, if the Customer wants to use its own SIM card or network connection for the data transfer, - KONE shall not be liable for the costs of such data transfer. - KONE shall not be liable for any failure of KONE 24/7 Connect due to Excluded Events. While KONE makes reasonable efforts to ensure that KONE 24/7 Connect function as intended, KONE makes no warranty that KONE 24/7 Connect will be uninterrupted or error-free. - If the Customer has opted for KONE 24/7 Planner, the following shall apply: - KONE shall analyze the condition of the relevant Equipment and based on this provide the Customer with a report with recommended repair and modernization actions for the Equipment. KONE will regularly update the report. While the report is based on KONE's reasonable efforts, it may contain errors or omissions. All costs or prices in the report are indicative and not binding. Should the Customer want to undertake the actions recommended in the report, the Parties shall agree separately on this. 11. INFORMATION AND COMMUNICATION TOOLS - If the Customer uses KONE Online, KONE Mobile, KONE E-Link,		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		other digital customer communication tools, KONE's application programming interfaces, direct system integrations between the customer and KONE, and/or any form of custom-made reporting by KONE (together "Information Tools"), the Customer may use the Information Tools solely for its internal information purposes, managing the Equipment and the Site, using KONE's services, and for making service requests related to the Equipment. Any service requests made through the Information Tools shall be deemed made by the authorized representatives of the Customer. - While KONE takes reasonable efforts to ensure that the information presented in the Information Tools is correct, any information provided is indicative only and cannot be relied upon. KONE makes no warranty that the performance of its Information Tools will be uninterrupted or error-free. KONE may at any time further develop or make changes to the Information Tools. 12. APPLICABLE LAW & DISPUTE RESOLUTION - The Contract shall be governed by and construed in accordance with the laws of the Republic of the Philippines. Any dispute, controversy or claim arising out of or relating to the Contract, or the breach, termination or invalidity thereof, shall be finally resolved by arbitration in accordance with the rules of the Philippine Dispute Resolution Center (PDRC). The number of arbitrators shall be one (1). The place of arbitration shall be Makati City, the Philippines. The language to be used in the arbitral proceedings shall be English. 13. TERM & TERMINATION - The Contract shall be in force for the Initial Term. Unless terminated in writing at least 90 days prior to the end of the Initial Term or any subsequent term, the Contract shall automatically renew for a period corresponding to the Initial Term. - Without limiting its other rights and remedies, either Party may terminate the Contract with immediate effect, by giving written notice to the other Party, in the event that the other Party: (a) goes into liquidation or bankruptcy or a receiver, administrator or administrative receiver is appointed in respect of the whole or any part of its assets or if it is reasonably evident that such an event will occur; or (b) commits a material breach of the Contract and fails to correct such breach within 30 days after receipt of written notice detailing the breach and raising the possibility of termination unless the breach is rectified. - Further, KONE may terminate the Contract with immediate effect in case of: (a) material changes in the main purpose of use of the Equipment or Site;		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati
City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		(b) material changes in the ownership of the Site; (c) the Equipment is serviced or repaired by a third party during the Contract term without the prior written approval of KONE; (d) KONE is unable to perform the Services due to Excluded Events or Force Majeure for more than 90 days; (e) the Customer fails to provide KONE access to the Equipment, a safe working environment and/or if hazardous substances are found at the Equipment or Site and the situation is not remedied by the Customer within 30 days; or (f) the Equipment does not meet the Statutory Requirements or is otherwise unsafe as determined by KONE and the Customer refuses necessary repairs or modernization of the Equipment to correct the situation. - Instead of terminating, KONE may in its sole discretion decide to suspend the Services until the situation giving grounds for termination is remedied. KONE shall be entitled to recover all reasonable costs and expenses incurred due to the suspension and/or resumption of Services. - In the event that the Contract is terminated for any reason, KONE shall be entitled to receive payment in full from the Customer for any Services performed before the effective date of termination. Further, if the Contract is terminated other than for KONE's breach of the Contract, in addition to any other remedies available to KONE, the Customer shall be liable to pay KONE as liquidated damages 30% of the Contract Price which, but for the termination, would have been payable by the Customer for the remaining Contract term. - Any Sections that by their nature are intended to survive termination of the Contract, will so survive. After termination, KONE may remove any hardware or maintenance productivity tools from the Equipment which are owned by KONE. 14. MISCELLANEOUS - The Contract shall become effective after signing by both Parties. However, if the Customer causes or permits KONE to start performance of the Services, the Customer is deemed to have accepted the terms of the Contract. - The signatories warrant that they are duly authorized to enter into this Contract on behalf of the relevant Party. The signatories are personally responsible for the liabilities of the Party if they are not so authorized. - The Contract constitutes the entire agreement between the Parties relating to the Services, and supersedes all prior negotiations, representations and agreements between the Parties, if any. Any reference to the Customer's general terms included in a purchase order or otherwise		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		shall not be binding upon the Parties. - The Contract and the scope of Services may only be amended by a written agreement signed by duly authorized representatives of both Parties. Any waiver of any rights or obligations under this Contract must be made in writing - KONE may use subcontractors in performing the Services. KONE may assign this Contract to any company in the KONE group without the consent of the Customer. Any other transfer of the Contract requires KONE's prior written consent. Despite any transfer of ownership of the Site or change of the Site manager, the Contract will continue in full force and effect between the Parties unless terminated by KONE. - KONE shall maintain in force for the duration of the Contract a general liability insurance with a reputable insurance company with terms typically associated with such insurance policies *****		

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.

Conforme:

RACHELLE C. SERNA
Signature over Printed Name of Supplier

JUNE 1, 2026

Date

Very truly yours,

DR. JASPER JAY N. MENDOZA

Authorized Official



Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO CPA

OIC-Budget Officer

ORS/BURS No. : 02-Makati-18th Fl-120th

Date of the ORS/BURS: May 18 2026

Amount : 247,429.18



WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati
City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	lot	PROCUREMENT OF PREVENTIVE MAINTENANCE SERVICES FOR PASSENGER ELEVATOR Preventive Maintenance of One (1) Unit 1000 kgs Capacity, 5-Stop "KONE" Passenger Elevator located at the A.B Building, Lucinda Campus. (for one (1) year contract). Terms of Reference: III GENERAL MAINTENANCE 1. The Contractor shall conduct monthly preventive maintenance within the one (1) year contract 2. The Contractor shall provide at his own expense (except Owner-Supplied Services and Materials) all necessary labor, supervision, tools, equipment, materials consumables services, and all items of expense necessary to complete the project. The specific works are as follows 2.1 Cleaning and checking brake sleeve/shaft/plunger 2.2 Checking brake lining 2.3 General brake adjustment and oiling 2.4 Check gear oil level 2.5 Check any irregular noise from stand/thrust bearing, etc. 2.6 Check emergency power source - battery/battery charger 2.7 Check oil leakage from oil seal/gasket 2.8 Check and clean door motor/replacement of door motor carbon brushes. 2.9 Check and clean inductor/inductor plate run by 2.10 Check safety catch mechanism/tightened lifting rod screws. 2.11 Check and adjust car/counterweight guide shoes/guide shoes rollers 2.12 Check in car kickplates, trimmings, formicas, tiling. 2.13 Check in car lighting and fan 2.14 Check and eliminate running noise or vibration 2.15 If the Car Operating Panel (COP), Hall Operating panel (HOP), backup battery, door wire rope, main wire rope, pulley, machine drive or any part of the elevator breaks down, the Tarlac State University shall supply the replacement parts, but the Contractor shall undertake the necessary installation/repairs to bring it back to its normal operational condition. 2.16 Calibration & Load Testing 2.17 All expenses for the renewal of the Certificate of Operation for the Passenger Elevator and other pre-requisite government permits and clearances shall be provided by TSU. The Contractor should be physically present together with TSU/OFDm personnel during the annual inspection.	267,429.18	<u>267,429.18</u>



WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		3.The Contractor shall provide recordkeeping, a complete log must be kept that contains records of all maintenance, adjustments, repairs, replacements performed on the elevator. The log must include the following:✓ 3.1 Dates ✓ 3.2 Names of participating personnel ✓ 3.3 Description of tasks performed, including tests and inspections, reports trouble calls, corrective action, recommendations, or any other incidents related to the elevator.✓ 4.Maintenance, repairs, or replacements shall have performed only by the trained technicians of the Contractor.✓ 5. The program shall include but not limited to, maintaining the elevator to run a rate speed, rated capacity, desired door open/close timing of designated floor stops, required floor and leveling parameters.✓ 6. Safety✓ 6.1 The following practices shall be observed, at a minimum during maintenance, inspection, or testing procedures:✓ 6.1.1 All safety devices must be in operational condition.✓ 6.1.2 Lock-Out/Tag-Out procedures must be followed if maintenance procedures require that equipment not be operated.✓ 6.1.3 Ensure that personnel performing maintenance, inspection and testing task wear a proper protective equipment such as shoes, hard hats, eye protection, hand protection, etc. ✓ 6.1.4 Provide barriers and signage where applicable, especially at Landing doors. ✓ 6.1.5 Upon completion of work, remove any jumper wires that were used.✓ 6.1.6 Provide proper lighting.✓ IV RESPONSIBILITIES OF THE CONTRACTOR✓ 1. The Contractor shall ensure that service technicians to be assigned at the Tarlac State University (TSU) are well screened, technically and professionally trained, courteous, cooperative, efficient reliable, trustworthy, well-groomed, physically, and mentally fit. No personnel shall be assigned who have not been approved by the TSU/Office of Facilities Development and Management (OFDM).✓ 2. The Contractor and its service technicians shall agree to abide by the safety and security requirements of the TSU. They must comply with the TSU's House Rules and Regulations, directives, instructions and other existing rules and regulations while inside the premises.✓ 3. The Contractor's service technicians shall subject themselves to security checks, but not limited to examination of the person and/or his/her personal belongings.✓		
Form No. : TSU-PRO-SF 10		Revision No.: 02	Effectivity Date: May 29, 2025	Page 2 of 18





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency.

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		4. The Contractor shall ensure that its service technicians wear their proper company working uniform equipped with appropriate Personal Protective Equipment (PPE) while performing service maintenance and repair works inside the TSU's premises. Loitering inside the TSU's premises is not allowed. / 5. The Contractor shall provide/equip all its service technicians with the tools during the contract without any additional cost to the TSU. / 6. The Contractor shall see to it that the area is clean and in its original condition after the servicing has been made. Any damage/s caused by the Contractor's assigned technician or personnel shall be restored by the Contractor at no additional cost to TSU / 7. All other items of work not specifically mentioned but which are necessary to complete the work shall be provided by the Contractor at no additional cost to TSU. / V. WARRANTY 1. Contractor's Warranty: Contractor agrees to repair, restore, or replace passenger elevator parts that fail in materials or workmanship within specified warranty period at no additional cost to TSU / VI. APPROVED BUDGET OF THE CONTRACT 1. Funds necessary to implement the PREVENTIVE MAINTENANCE AND REPAIR SERVICES OF ELEVATOR UNIT AT ACADEMIC BUILDING is Three Hundred Seven Thousand Five Hundred Forty-Four pesos (P 307,544.00) inclusive of taxes / VII. CONTRACT DURATION 1. The contract shall be effective for one (1) year from the date stated in the Notice to Proceed (NTP) to be issued by TSU. / VIII. TERMS OF PAYMENT 1. Payment shall be on a monthly basis upon receipt of the monthly billing based on actual services rendered and upon submission of the Monthly Maintenance Report, Issuance of Certificate of Job Completion, and Inspection Report of OFDM. / IX. ELIGIBILITY OF THE CONTRACTOR 1. The Contractor is required to submit at least One (1) similar contract/s awarded and completed from Y2018 up to present with an amount of at least Fifty Percent (50%) of the Approved Budget for the Contract (ABC) / The Contractor shall have at least Five (5) years of experience in elevator maintenance. Also, they shall have an experience in maintaining the type of elevators stated in the Descriptions of the Elevator in their list of on-going and completed contracts /		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		X. EFFECTIVITY 1. The contract is effective on the date indicated in the NTP and shall remain in full force for One (1) year or unit is effective by either party (TSU or Contractor) upon prior written notice by either party. Terminal les follow the prescribed procedure under the provision of RA 9184 and its IRR. ✓ 2. The Tarlac State University reserves the right to pre-terminate the contract after thirty (30) calendar days via written notice for the Contractor, if in Tarlac State University's opinion, after due Verification of facts, the Contractor is not providing satisfactory services or is not complying with the Terms and Conditions of the Contract. The grounds for the termination of the Contractor by the Tarlac State University include but not limited to the following: ✓ 2.1 Violation(s) of any of the terms and conditions of the Contract; and 2.2 Any other act or omission by the Contractor or its service technicians which is detrimental or prejudicial to the interest of the Tarlac State University, its employee(s), or the public. ✓ OFFER: 2. Your Equipment groups covered by contract Group Name: NON DX EQUIPMENTS; Elevators: 1; Price VAT Inc.: 22,285.77; Total Annually - PMS: PHP 189,311.75; Load Testing - 1x a year: PHP 78,117.43; Total PMS with Load Testing - Annually: PHP 267,429.18 ✓ 3. Our Service ✓ 3.1 Communication and Interaction Services ✓ KONE Customer Notifications: Included ✓ KONE Care Online: Included ✓ 3.1.1 Value Added Services ✓ * Services and Options ✓ - 24/7 Connected Services: Included ✓ - 24/7 Planner: Included ✓ - KONE Information 300 Service: Not Included ✓ 3.1.2 Essential Services ✓ * Services and Options ✓ - Task Maintenance Service: Maintenance visits in accordance with all legislative requirements ✓ - KONE Care Center service hours: Included 24/7 service ✓ 3.1.3 Repair and Breakdown Services ✓ * Services and Options ✓ - Full Call out coverage: All technical breakdown services covered ✓		





WORK ORDER

Procurement Unit
Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency.

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		- Breakdown cost coverage due to Misuse: Not Included ✓ - Materials groups to included in repair coverage: Not Applicable ✓ - Repair cost coverage due to vandalism: Not Included ✓ - Fixer repair budget for repairs: Not Included ✓ - Air Condition Maintenance: Not Included ✓ 3.1.4 Performance Services ✓ * Services and Options ✓ - Entrapment rescue response time within agreed service hours: 2-hour response time ✓ - Contract Mangement services: Not Included ✓ - Breakdown service execution time covered by the contract: Breakdown service cost covered 24/7 ✓ * Services and Options ✓ - Customer specific backreporting: Not Included ✓ - Service hours for scheduled maintenance: KONE normal working hours ✓ - Breakdown service response time within the agreed service hours: 4-hour response time for breakdown ✓ * Contract Duration Period: 1 year contract start date ✓ 4. The Following enclosed Appendices form an integral part of this contract ✓ Appendix 1: Equipment List ✓ Equipment number: 43477526; Inventory number: PE 1; No. of landing doors: 5; Speed: 1; Load: 1000; Monthly Unit Price Vat Inc: PHP 22,285.77 ✓ Appendix 2: Separately chargeable services - The Contract Price includes the labour cost for Call-out Service during the agreed working hours in table 3.1.3 "Performance service" above and spare parts under the agreed repair coverage in table 3.1.4 "Repair and breakdown services" above under the Agreed Limit. ✓ - Call-out Service ✓ - The Contract Price includes the cost of necessary spare parts for Service Repair depending on the agreed repair coverage in table 3.1.3 "Repair and breakdown services" above under the Agreed Limit. ✓ - Service Repair ✓ - The Contract Price includes the necessary spare parts for Call-out Service and Service Repair up to the agreed repair coverage in table 3.1.3 "Repair and breakdown services" above. ✓ - Agreed Limit ✓		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: *monthly within 1 year*

Supplier : **KPI ELEVATORS, INC.**
 Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
 TIN : 004-714-864-000 VAT Reg.
 Tel. No. : 0919-084-7383

Work Order No.: 2026-108
 Date : 5/20/2026
 JO No. : 2026-089
 Date: 4/16/2026
 Mode of Procurement : Direct Contracting
 Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency.

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		If necessary, any and all 1. labour related to Service Repair, 2. labour related to Call-out Service outside of Agreed Working Hours, 3. any and all materials, components and spare parts above the Agreed Limit, and 4. any Services excluded in the General Terms and Conditions for Maintenance Services, shall always be subject to a separate order by the Customer and order confirmation by KONE and be separately payable by the Customer. - The Customer, however, consents that KONE may in all cases perform the following work even in the absence of a separate order by the Customer: - KONE shall dispatch a service technician to rescue entrapped passengers upon the receipt of reported entrapment by the KONE Customer Care Centre™ even if this were to occur outside of Agreed Working Hours; and 5. KONE shall make repairs and exchange spare parts where these are of minor value and are necessary in order to bring the Equipment into safe and undisrupted operation even if such spare parts are not included in the Agreed Limit. - In such cases the work and the spare parts used shall be separately payable by the Customer Appendix 3: Description of Services * Essential Services - KONE Care Center Service Hour: The KONE Customer Care Center assists you and your end users with equipment-related queries or problems. Contacting your local KONE Customer Care Center is easy. Simply dial +63288112929. Our professional staff knows your equipment and situation, and, if required, can dispatch a service technician to resolve your problem. * Repair and Breakdown services - Full Call out coverage: KONE Call Out coverage is for situations where your equipment either breaks down completely or has a malfunction and is not operating as it should and thus requires an additional unplanned service visit by a KONE technician at the customer's request. Call out coverage does not cover the cost of material and labor for any additional repairs required to bring your equipment back into operation. * Performance Services		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		Entrapment rescue response time within agreed service hour: 0.5-hour response time ✓ - Preventive maintenance: KONE preventive maintenance helps to prevent problems before they appear. We maintain your equipment according to an individual plan based on factors like age and usage. This means that individual components and systems are serviced at the right time and according to all relevant regulations. ✓ - Breakdown service execution time covered by the contract: KONE Breakdown service execution time where service cost are covered within the contract ✓ • Breakdown service cost covered 24/7 ✓ - Service hours for scheduled maintenance: Service carried out 08:00 to 17:00 from Monday to Saturday, excluding public holidays ✓ - Breakdown service execution time at normal labour rate: KONE Breakdown service execution time where normal hourly rates apply ✓ - Breakdown service response time within the agreed service hours: 4-hour response time for breakdown ✓ * Communication Services - KONE Customer Notifications: Customer Notification Service informs customers via K'ONE's mobile app about the current status of scheduled, ongoing or completed service activities. Information can be delivered as well by email, if requested. ✓ - KONE Care Online: With KONE Care™ Online you can follow the service provided by KONE, including service visits, service requests, and repair services. The online service gives you access to performance, maintenance, breakdown, and repair data for your equipment, making planning and budgeting easier. The functionality and available content will depend on the selected service level. ✓ * Value Added services - 24/7 Connected Services: KONE's 24/7 Connected Services uses advanced remote monitoring and analysis technologies to bring intelligent services to elevators and escalators. 24/7 Connected Services provides continuous updates on the status and condition of the equipment, allowing KONE to perform services tailored to each equipment's needs and to further improve safety ✓ • Included ✓ - 27/7 Planner: 24/7 Planner helps to make informed and timely decisions about upcoming repairs and modernizations utilizing advanced analytics combined with our experts advice. The service includes the following elements ✓		



WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

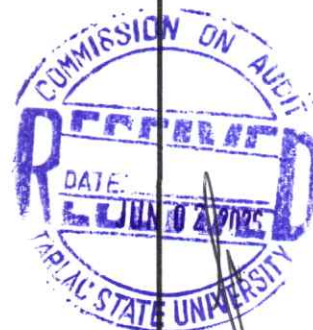
Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		- Elevator and portfolio level condition reports ✓ - Data-driven Asset Management Plan up to five years in the future ✓ - Annual Review meeting with designated KONE expert ✓ - 24/7 monitoring of elevator life-time condition added with expert on-site validation ✓ • 24/7 Planner included ✓ Appendix 4: General term and conditions ✓ 1. DEFINITIONS ✓ The following defined words and phrases shall have the following meanings: ✓ - Contract: The contract entered into between KONE and the Customer for provision of the Services including these General Terms and Conditions and all other appendices of the contract. The Contract may be in the form of an accepted tender letter. ✓ - Equipment: The elevators and escalators listed in the Contract, and related components and parts ✓ - Initial Term: The initial contractual term as set out in the Contract ✓ - Normal Working Hours: The time between 08:00 to 17:00 from Monday to Saturday, excluding public holidays ✓ - Party or Parties: The CUSTOMER and/or KONE ✓ - Price: The fees payable by the Customer for the performance of the Services as set out in the Contract. ✓ - Services: The services agreed to be performed by KONE relating to the Equipment as detailed in the Contract. ✓ - Site: The building(s) where the Equipment is located. ✓ - Start Date: The date stated in the Contract as the start date. ✓ - Statutory Requirements: All applicable statutory, regulatory and legislative requirements concerning the condition and maintenance of the Equipment. ✓ - Excluded Events: (a) Fire, smoke, water, moisture or prior exposure to such conditions, (b) overloading or building settlement, (c) abnormal temperature or humidity or other adverse conditions, (d) fluctuations, disruptions or unavailability of power supply or communication networks, (e) computer viruses, hacking or cyber-attacks, (f) misuse, tampering, theft or vandalism of the Equipment, (g) pressure testing or testing under full load or speed (h) work done to the Equipment by anyone other than KONE, (i) obsolete Equipment or parts and (j) any other causes outside the reasonable control of KONE ✓ 2. PROVISION OF MAINTENANCE SERVICE BY KONE ✓ KONE shall perform the Services in accordance with the Contract. ✓		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		KONE shall perform the Services in accordance with the Contract. In performing the Services, KONE shall use reasonable efforts to maintain the Equipment in proper operating condition. KONE shall determine how frequently KONE visits each Equipment in accordance with the repair and maintenance needs of the Equipment. Therefore the interval between visits may vary and there may be calendar months during which the equipment is not visited by KONE. Upon completion of each maintenance and/or repair visit KONE's technician shall collect an electronic signature from a representative of the Customer at the Site on an electronic service report by using a mobile phone and send the report by email up to two designated email addresses as informed by the Customer. If a representative of the Customer refuses to sign a correct report or no representative of the Customer is present at the Site to sign, the electronic service report prepared by KONE shall nevertheless be considered valid and complete and the following shall apply. Each electronic service report shall be deemed proof of the maintenance and/or repair services provided by KONE. KONE shall use trained and appropriately supervised personnel to perform the Services and shall provide the Services in accordance with the Statutory Requirements. Any tools and equipment used by KONE in the performance of the Services such as safety fences, whether stored at the Site or not, shall remain the property of KONE and shall not be used by any other party. / - Unless otherwise agreed in the Contract, KONE shall perform the Services during Normal Working Hours. Unless otherwise agreed in the Contract, any work done outside Normal Working Hours is not included in the Price and will be charged separately by KONE. / Unless otherwise agreed in the Contract KONE will perform all maintenance and call out activities with one trained technician. / - If the Customer requests additional services outside the scope of the Contract, KONE may (but has no obligation to) provide such services. If KONE agrees to provide such services, KONE will charge for these separately. / 3. EXCLUSIONS FROM THE SCOPE OF SERVICES / The following work and/or parts are excluded from the Services and are separately chargeable by KONE: / (a) refilling and replacement of gearbox oil and the disposal of waste oil; / (b) repair or replacement of parts and/or other work due to Excluded Events; / (c) cleaning, except for cleaning of dirt that is directly caused by the provision of the Services; /		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati
City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		(d) pressure testing or testing under full load or speed; ✓ (e) inspections or testing of the Equipment by authorities, inspection bodies or other third parties; ✓ (f) maintenance and repair of the Site local area network (LAN); ✓ (g) repair and replacement of Customer's access control systems and communications equipment (such as info screens, TVs, music systems, CCTV, intercom, telephone) and supervisory panel; ✓ (h) security equipment, Elevator Passenger Guidance (e.g. EPG, I-Link) and remote monitoring (e.g. EMC, E-Link) computer and its peripherals, monitor hardware, message display unit & monitor, printed circuit boards and card access system; ✓ (i) machine room ventilation, circuit breaker, distribution switchboards; ✓ (j) where the Equipment was not originally supplied and installed by KONE, installation, repair and/or replacement of parts or additional materials due to defects in the quality of the manufacturer's or installer's equipment, materials or workmanship; ✓ (k) modifications to the Equipment or additional work required by new or changed Statutory Requirements; ✓ (l) repair and replacement of parts that in KONE's reasonable opinion are obsolete and other modernization of the Equipment; ✓ (m) any parts for elevator air conditioning maintenance; and ✓ (n) for elevators: repair, replacement or redecoration of car, shaft enclosures, suspended ceiling platform (flooring), gates, door panels, door frames, jambs, faceplates, glazed shafts, exterior glasses, car and landing sills and decorative works, all wiring outside of the machine room and hoistway, buried cylinders and pipings. ✓ The following work and/or parts are excluded from the Services and are separately chargeable by KONE unless otherwise agreed in the Contract under "Our service" Table 3.1.3: ✓ (o) repair and replacement of fast moving parts; ✓ (p) repair and replacement of lighting elements and batteries; ✓ (q) replacement of the hoist machine, gearbox, drive module, control panel, travelling cable, sheaves, hoist ropes, overspeed governor ropes and, for hydraulic elevators, cylinders and pistons and change of hydraulic oil; ✓ (r) labor for elevator air conditioning maintenance; ✓ (s) for escalators: repair or replacement of handrails, internal and external balustrades, truss cladding, skirtings, deck panels, floor plates, steps, step chains, comb plates, decorative finishes and other panels; and ✓ (t) annual load testing for permit purposes. ✓		
Form No. : TSU-PRO-SF 10		Revision No.: 02	Effectivity Date: May 29, 2025	Page 10 of 18





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati
City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		4. RESPONSIBILITIES OF THE CUSTOMER - In case the contract includes SLA customer is obliged to reply to KONE SLA submission within 7 days. In case no written dispute is given the proposed SLA sent by KONE shall be deemed approved and final. ✓ - The Customer shall immediately inform KONE of. (a) Any malfunction of the Equipment or accident involving the Equipment. ✓ (b) Any hazardous substances, such as asbestos, at the Site and their presumed locations; and ✓ (c) Any change or planned change in the use of the Equipment or the Site. ✓ (d) Customer to provide proper ventilation and cooling in the machine ✓ room. Ambient temperature in the machine room should always be between 23 to 26 degrees Celsius. ✓ - If the Equipment is dangerous to any person, the Customer shall take the Equipment out of use until KONE's personnel arrive on Site. ✓ - The Customer shall provide KONE's personnel a safe and adequate working environment. The Customer shall provide KONE's personnel easy access to the Equipment, including car parking close to the Equipment allowing easy transportation of heavy tools and spare parts to the Equipment. The Customer shall provide the machine room with adequate lighting, cooling, moisture control, dust filtering and ventilation as required by KONE and ensure the machine room is always locked unless accessed by KONE. The Customer shall provide each shaft with adequate lighting as required by KONE. ✓ - The Customer shall co-operate with KONE as reasonably requested by KONE. ✓ The Customer shall provide any information requested by KONE relating to the Equipment and shall ensure that any information it provides is complete and accurate. The Customer shall comply with all applicable Statutory Requirements, including work safety regulations and any applicable retroactive norms relating to the safety of existing Equipment. ✓ - If the Customer determines that it requires services outside the scope of this Contract, the Customer shall provide KONE with an opportunity to provide a quotation. If the Customer elects to have a third party perform such services, KONE reserves the right to adjust the Price. ✓ - The Customer shall notify KONE if a third party works on the Equipment during the term of the Contract. The Customer will reimburse KONE for the cost of inspecting any third party work and any additional worked required by KONE. ✓ - The Customer is responsible for all wiring at the Site and a stable power supply for the Equipment. ✓		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : KPI ELEVATORS, INC.
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		The Customer is responsible for the LAN used and any interface between the LAN and the Equipment. The Customer shall ensure that the LAN and any possible interface towards the Equipment meets the technical requirements informed by KONE and/or the supplier of the Equipment, and that the LAN does not interfere negatively with the functioning of the Equipment. - The Customer shall defend, indemnify and hold KONE harmless from and against all liabilities, costs, expenses, damages and losses by KONE arising out of or in connection with any breach of this Section 4 by the Customer or the Customer's negligence or willful misconduct. 5. PRICE & PAYMENT TERMS - Unless otherwise agreed in the Contract, the Price includes Value Added Tax and payment of the Price is due within 30 days from the date of the invoice. The payment of any other applicable taxes is in addition to the Price. - If the Contract is renewed to continue after the Initial Term, the Price shall be adjusted annually by KONE in accordance with the price adjustment percentage agreed in the Contract, which shall be 6% if no price adjustment percentage is stated elsewhere in the Contract. Further, KONE may adjust the Prices annually in accordance with any increase in labor, material or other costs of performing the Services. KONE may adjust the Prices without delay to take into account any increase in the costs of performing the Services due to new Statutory Requirements or tax provisions coming into effect after the Start Date or due to material changes in the use of the Equipment or Site. If at any time the Philippines' headline inflation, as announced by the Philippine Statistics Authority, is 6 percent or higher, the Price for the remaining term of Contract shall be increased in accordance with the inflation percentage as notified by KONE to the Customer. - If the Parties have agreed that the fees for the Services or other work performed by KONE shall be paid in installments, the unpaid portion shall fall immediately due in case of expiration or termination of the Contract. - If payment of any amount due under the Contract is delayed, KONE is entitled to charge interest on the overdue amount at two percent (2%) per month for every day the payment is overdue. KONE shall also have the right, without prejudice to other remedies, to suspend provision of the Services until the Customer has paid all amounts due in full with interest. KONE shall be entitled to recover all reasonable costs and expenses incurred due to the suspension and/or resumption of Services. 6. SPARE PARTS - All parts supplied by KONE shall be original parts or of similar		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		functionality and quality as original parts. All parts under this Contract shall be supplied by KONE and KONE does not accept any parts provided by the Customer or third parties. Title to parts supplied by KONE shall pass to the Customer only after payment in full for the parts. - KONE warrants that parts supplied by KONE shall be free from defects for a period of 1 year from installation by KONE, or if not immediately installed, from delivery to the Customer. The warranty does not cover defects due to normal wear and tear and Excluded Events. KONE's liability for any defect in a part supplied by KONE shall be limited to replacement of such part by KONE at its expense. Any part or component replaced by KONE shall become the property of KONE. 7. FORCE MAJEURE - KONE shall not be liable for any failure to fulfill any obligation under the Contract to the extent prevented or delayed by circumstances beyond KONE's reasonable control such as, but not limited to acts of God, acts of government, trade sanctions, war, terrorism, civil commotion, material shortages, transportation delays, strikes, lock-outs or other labor unrest, adverse climate conditions, epidemics, natural disasters or accidents. - Any agreed delivery, availability or response times for the Services shall be extended if any delay or disruption is caused by measures imposed by authorities or requested by the Customer to trace, reduce or stop the spreading of any epidemic, pandemic or the Coronavirus disease, such as any accommodation, disinfection, quarantine or transport facilities required for personnel, testing, health and safety requirements, holiday extensions, containment measures or transportation restrictions (all of the foregoing referred to as "Measures") or the availability of personnel, logistics providers or supply chains due to the pandemic. The Price does not include for any costs KONE may incur due to any Measures and any costs KONE incurs due to any Measures are recoverable from the Customer by KONE. 8. INTELLECTUAL PROPERTY RIGHTS - KONE shall retain title and ownership to all intellectual property rights relating to any hardware, software, documentation, drawings or other material supplied by KONE under or in relation to this Contract. - The Customer shall not use or copy any software, documentation, drawings, or other materials supplied by KONE under the Contract for any other purpose than use and maintenance of the Equipment, or allow a third party to do so. - KONE may collect, export and use data generated on the use and operation of the Equipment. KONE may export such data using a network connection and owns any data exported to KONE.		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati
City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		- KONE collects certain personal information on the Customer's representatives. Such data is primarily used for providing the Services and managing the customer relationship, but may also be used for contacting the representatives (by phone, e-mail, SMS and other electronic means) for surveys and to market KONE's and its partner's products and services. More information about the data processing can be obtained from KONE's website (www.kone.com). The Customer undertakes to perform its duties pursuant to legislation applicable to data processing required or implied by the Contract. ✓ 9. LIABILITIES - Despite any other provision of the Contract, to the fullest extent permitted under applicable laws, KONE shall not be liable for any: ✓ (a) damages or losses caused by Excluded Events; ✓ (b) loss of profit, loss of use, loss of business, loss of good will and any indirect, consequential, incidental, special, or punitive damages; ✓ (c) damages or losses due to KONE being prevented from performing the Services due to Force Majeure or any failure of the Customer to satisfy any of its obligations under the Contract, ✓ (d) loss, damage or injury to persons or property due to the operation or malfunction of the Equipment, except to the extent that the loss, damage or injury is a direct result of KONE's negligence or willful misconduct; ✓ (e) personal injury resulting from Equipment malfunctions or accidents which are not reported to KONE as set out in Section 4; and/or ✓ (f) failure by the Customer to carry out any work or make any repairs, replacements or upgrades recommended by KONE or required by Statutory Requirements ✓ - KONE's aggregate annual liability for any losses or damages arising under or in connection with the Contract shall in no event exceed an amount equal to 20% of the aggregate Price paid by the Customer under this Contract during the year. ✓ - Other than as explicitly set forth in the Contract, KONE makes no warranties, whether express, implied, statutory, or collateral, including without limitation warranties of merchantability and fitness for a particular purpose. ✓ 10. 24/7 CONNECTED SERVICES ✓ - If the Customer has opted for KONE 24/7 Connect, the following shall apply: ✓ - Unless the Equipment already has the necessary hardware, KONE shall install the data transmission unit and other hardware necessary to provide KONE 24/7 Connect. Unless otherwise agreed, the hardware installed by KONE under this Contract and not part of the original Equipment ✓		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		delivery, is owned by KONE. The Customer shall provide KONE access to the hardware. KONE may update any hardware owned by KONE. - If providing KONE 24/7 Connect would require modernizing the Equipment, either Party may terminate the agreement for KONE 24/7 Connect unless the Customer agrees to have such modernization undertaken at its costs. - Repair and maintenance needs identified through KONE 24/7 Connect are acted upon based on the repair coverage agreed in the Contract. Unless otherwise agreed in the Contract, all call-outs, repairs, or maintenance prompted by KONE 24/7 Connect shall be performed during Normal Working Hours. All response times generated by the service shall be calculated starting from the beginning of Normal Working Hours the next business day. - If KONE 24/7 Connect identifies an urgent service need, and this is not covered by the repair coverage agreed in the Contract, KONE shall attempt to contact the agreed contact person(s) at the customer to agree on the necessary maintenance or repairs. However, even if KONE does not reach the contact persons, KONE may perform such maintenance or repairs identified as urgent. Such work shall be chargeable to the customer even if not covered by the repair coverage agreed in the Contract. - KONE 24/7 Connect uses a data transmission unit to transfer data on the Equipment operation to the KONE cloud for analysis. Network charges are included in the Price of KONE 24/7 Connect. However, if the Customer wants to use its own SIM card or network connection for the data transfer, - KONE shall not be liable for the costs of such data transfer. - KONE shall not be liable for any failure of KONE 24/7 Connect due to Excluded Events. While KONE makes reasonable efforts to ensure that KONE 24/7 Connect function as intended, KONE makes no warranty that KONE 24/7 Connect will be uninterrupted or error-free. - If the Customer has opted for KONE 24/7 Planner, the following shall apply: - KONE shall analyze the condition of the relevant Equipment and based on this provide the Customer with a report with recommended repair and modernization actions for the Equipment. KONE will regularly update the report. While the report is based on KONE's reasonable efforts, it may contain errors or omissions. All costs or prices in the report are indicative and not binding. Should the Customer want to undertake the actions recommended in the report, the Parties shall agree separately on this. 11. INFORMATION AND COMMUNICATION TOOLS - If the Customer uses KONE Online, KONE Mobile, KONE E-Link,		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		other digital customer communication tools, KONE's application programming interfaces, direct system integrations between the customer and KONE, and/or any form of custom-made reporting by KONE (together "Information Tools"), the Customer may use the Information Tools solely for its internal information purposes, managing the Equipment and the Site, using KONE's services, and for making service requests related to the Equipment. Any service requests made through the Information Tools shall be deemed made by the authorized representatives of the Customer. - While KONE takes reasonable efforts to ensure that the information presented in the Information Tools is correct, any information provided is indicative only and cannot be relied upon. KONE makes no warranty that the performance of its Information Tools will be uninterrupted or error-free. KONE may at any time further develop or make changes to the Information Tools. 12. APPLICABLE LAW & DISPUTE RESOLUTION - The Contract shall be governed by and construed in accordance with the laws of the Republic of the Philippines. Any dispute, controversy or claim arising out of or relating to the Contract, or the breach, termination or invalidity thereof, shall be finally resolved by arbitration in accordance with the rules of the Philippine Dispute Resolution Center (PDRC). The number of arbitrators shall be one (1). The place of arbitration shall be Makati City, the Philippines. The language to be used in the arbitral proceedings shall be English. 13. TERM & TERMINATION - The Contract shall be in force for the Initial Term. Unless terminated in writing at least 90 days prior to the end of the Initial Term or any subsequent term, the Contract shall automatically renew for a period corresponding to the Initial Term. - Without limiting its other rights and remedies, either Party may terminate the Contract with immediate effect, by giving written notice to the other Party, in the event that the other Party: (a) goes into liquidation or bankruptcy or a receiver, administrator or administrative receiver is appointed in respect of the whole or any part of its assets or if it is reasonably evident that such an event will occur; or (b) commits a material breach of the Contract and fails to correct such breach within 30 days after receipt of written notice detailing the breach and raising the possibility of termination unless the breach is rectified/ - Further, KONE may terminate the Contract with immediate effect in case of: (a) material changes in the main purpose of use of the Equipment or Site;		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center, Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		(b) material changes in the ownership of the Site; ✓ (c) the Equipment is serviced or repaired by a third party during the Contract term without the prior written approval of KONE; ✓ (d) KONE is unable to perform the Services due to Excluded Events or Force Majeure for more than 90 days; ✓ (e) the Customer fails to provide KONE access to the Equipment, a safe working environment and/or if hazardous substances are found at the Equipment or Site and the situation is not remedied by the Customer within 30 days; or ✓ (f) the Equipment does not meet the Statutory Requirements or is otherwise unsafe as determined by KONE and the Customer refuses necessary repairs or modernization of the Equipment to correct the situation. ✓ - Instead of terminating, KONE may in its sole discretion decide to suspend the Services until the situation giving grounds for termination is remedied. KONE shall be entitled to recover all reasonable costs and expenses incurred due to the suspension and/or resumption of Services. ✓ - In the event that the Contract is terminated for any reason, KONE shall be entitled to receive payment in full from the Customer for any Services performed before the effective date of termination. Further, if the Contract is terminated other than for KONE's breach of the Contract, in addition to any other remedies available to KONE, the Customer shall be liable to pay KONE as liquidated damages 30% of the Contract Price which, but for the termination, would have been payable by the Customer for the remaining Contract term. ✓ - Any Sections that by their nature are intended to survive termination of the Contract, will so survive. After termination, KONE may remove any hardware or maintenance productivity tools from the Equipment which are owned by KONE. ✓ 14. MISCELLANEOUS - The Contract shall become effective after signing by both Parties. However, if the Customer causes or permits KONE to start performance of the Services, the Customer is deemed to have accepted the terms of the Contract. ✓ - The signatories warrant that they are duly authorized to enter into this Contract on behalf of the relevant Party. The signatories are personally responsible for the liabilities of the Party if they are not so authorized. ✓ - The Contract constitutes the entire agreement between the Parties relating to the Services, and supersedes all prior negotiations, representations and agreements between the Parties, if any. Any reference to the Customer's general terms included in a purchase order or otherwise		





WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: Monthly within 1 year

Supplier : **KPI ELEVATORS, INC.**
Address : 18th Floor 1 Proscenium Estrella Drive Rockwell Center,
Makati City
TIN : 004-714-864-000 VAT Reg.
Tel. No. : 0919-084-7383

Work Order No.: 2026-108
Date : 5/20/2026
JO No. : 2026-089
Date: 4/16/2026
Mode of Procurement : Direct Contracting
Mode of Payment : Monthly

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items **Monthly within One (1) Year** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		shall not be binding upon the Parties. - The Contract and the scope of Services may only be amended by a written agreement signed by duly authorized representatives of both Parties. Any waiver of any rights or obligations under this Contract must be made in writing - KONE may use subcontractors in performing the Services. KONE may assign this Contract to any company in the KONE group without the consent of the Customer. Any other transfer of the Contract requires KONE's prior written consent. Despite any transfer of ownership of the Site or change of the Site manager, the Contract will continue in full force and effect between the Parties unless terminated by KONE. - KONE shall maintain in force for the duration of the Contract a general liability insurance with a reputable insurance company with terms typically associated with such insurance policies *****		



In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.

Conforme:

Very truly yours,

Signature over Printed Name of Supplier

DR. JASPER JAY N. MENDOZA
President

Authorized Official

Date

Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO, CPA
OIC-Budget Officer

ORS/BURS No. : 02-Makati-MKE-05-1954

Date of the ORS/BURS: May 20, 2025

Amount : 247.429 - 00