



Republic of the Philippines
Tourism Infrastructure & Enterprise Zone Authority

15 March 2021

MEMORANDUM

F O R The Assistant Chief Operating Officer
Architecture & Engineering Services Sector

ATTENTION The Project Engineer - Mt. Data Lodge

SUBJECT **MT. DATA LODGE KITCHEN & PUNCH LIST**

Thank you for your update dated January 2021 putting at 95% complete the Rehabilitation of Mt. Data Lodge.

In view thereof, may we request that we commencing the following :

- 1). Punchlisting of all scope of work; and
- 2). Preparation and Turn over of all plans (ACTUAL).

Furthermore, may we an inventory of all Mechanical works / Kitchen equipment actually delivered onsite. See attached photos.

May we also know if these kitchen equipment were already accepted by the project engineer.

Appreciate your prompt action on or before 25 March 2021 on the matter as we are proceeding with the procurement of other smaller kitchen items.

Per COO directive, we are targeting a soft opening this May 2021.

Thank you.

Petron Nicolas F. Lozada
PETRONICOLAS F. LOZADA

Cc : Manger, BUDD
Manager, OPED
PO Cecille Sakioio

Received:
3/15/21

