



**TOURISM
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MEMORANDUM

FOR : JETRO NICOLAS F. LOZADA
ACOO, Assets Management Sector

FROM : MA. EVELYNE A. FRANCISCO
Manager, Business Development Department

SUBJECT : CONSULTANCY SERVICE OF BERKMAN INT'L INC. FOR MASTERPLAN
AND DESIGN OF AN INTEGRATED TOURISM COMPLEX IN BALACAD,
ILOCOS NORTE

DATE : August 19, 2020

Relative to the meeting conducted by the BAC Secretariat and representatives from the Office of the COO, Legal Department, Assets Management Sector and Business Research and Development Division on August 10, 2020, documents pertaining to the Consultancy Service of Berkman International Inc. were requested for the facilitation of extension of contract duration and payment for the services rendered.

As discussed during the meeting, request for contract extension of BII must be forwarded to the BAC Secretariat and Office of the COO on August 20, 2020. The Legal Department will also submit another legal opinion and recommendation on the requests/ actions taken on the subject matter.

Attached is the Memo addressed to the Chief Operating Officer, for your consideration and signature, Sir.

Thank you.


MA. EVELYNE A. FRANCISCO 