



Club Intramuros Golf Course

Bonifacio Drive, Port Area
Intramuros, Manila



Noted

MEMORANDUM

FOR : **ATTY. MARIA TERESA C. ALVAREZ**
Manager, Operations Department

FROM : **THE OFFICER-IN-CHARGE**
Club Intramuros Golf Course

SUBJECT : **Disposal of Unserviceable Properties**

DATE : **November 12, 2021**

Relative to the above subject, submitted herewith are the following documents regarding the disposal of Unserviceable Properties of Club Intramuros Golf Course.

Attached are the following documents for your reference:

- a.) Program of Activities- Schedule of Disposal
- b.) Invitation to Bid
- c.) Waste Material Report
- b.) Inventory and Inspection Report of Unserviceable Properties (IIRUP) with Disposal procedure given by Internal Audit Department- "For Bidding"
- c.) Appraisal computation with Pictures of Unserviceable Properties

For your information.

Thank you very much.


JOSE RAMON L. RAMOS