



28 JUN 2019
PR. 1040



Embassy of Italy in Canberra

Appointment Letter – Terms of contract acceptance

27/06/2019

Stain Busters Cleaning Systems

Mr David Pennell
PO Box 2927
Tuggeranong ACT 2901

Reference: **CIG Z1228FC6C0**

Dear Mr Pennell,

Thank you for the quote you provided to this Embassy on 17th June 2019 for the provision of the cleaning service at the Chancery of the Embassy of Italy.

The quote with the service information provided is accepted by this Embassy, provided you also agree to the following terms and conditions requested by the relevant Italian administrative regulations:

1. the indicated price is fixed and is not subject to revision and is the total fee due and payable for the agreed work to be carried out;
2. the contractor cannot request to the Embassy extra payment for the services covered in the quote;
3. the contractor must indicate in writing here below the details of the current Bank account to which the Embassy will make the required payments and the person/persons authorised to manage the Bank account:

Bank account details

Account holder's name	
BSB	
Account Number	

4. The Embassy will not make payments in a manner other than by transfer to the aforementioned Bank account;




5. in the invoice the following reference number must be indicated: **CIG Z1228FC6C0**;
6. the payment will take place after the Embassy has verified the regular execution of the contracted services and within 14 days from the date of receipt of the invoice.

Please note that under Italian legislation, it is forbidden for us to make payment in advance or prior to the service having been completed.

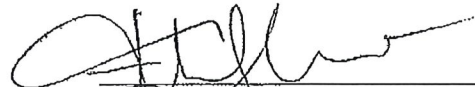
It is understood that the provision of the cleaning service will be carried out at a mutually convenient date.

Please return this letter signed by the authorised representative of your Company with the Bank information and the declaration requested.

The contract for the provision of the cleaning service listed in the quote received on 17th June 2019, and the specific clauses set above, will become binding for both Parties from the date the Embassy receives this letter signed and the requested declaration.



The Contractor



The Charge d'Affaires *a.i.*
Filippo Lonardo