



**ASSET MANAGEMENT - TECHNICAL SERVICES
MENU OF SPECIAL SERVICES**

HOUSEKEEPING SERVICES:

General Cleaning

| No. | Unit Model | PRICE: General Housekeeping (In Peso - PHP) |
|-----|------------|---|
| 1 | Studio | 1,014 -1,409 |
| 2 | 1- Bedroom | 1,443 -2,237 |
| 3 | 2- Bedroom | 2,309 - 3,246 |
| 4 | 3- Bedroom | 3,349 - 4,443 |
| 5 | Penthouse | 7,691 -8,993 |

RECOMMENDED: Housekeeping General Cleaning Frequency

| No. | Unit Condition | Frequency |
|-----|---|-------------|
| 1 | Occupied (cooking inside the unit) | Twice month |
| 2 | Occupied (No cooking but bringing foods inside) | Once month |

Periodic Cleaning

| Periodic Housekeeping (Based on One Month Computation) | | | |
|--|-----------------------|--|--|
| No. | Frequency | Cleaning Classification | Recommendation |
| 1 | Once a week cleaning | -One (1) General Cleaning -Three (3) Follow-up Cleaning | 1-2 persons living in a single household |
| 2 | Twice a week cleaning | -One (1) General Cleaning -Seven (7) Follow-up Cleaning | 3-6 persons living in a single household |

- Notes:**
1. We also offer bi-monthly, quarterly or semi- annual periodic cleaning services.
 2. We conduct appliances cleaning, for cost proposal
 3. Rates are subjective to size of the unit and for contract preparation.

REMINDER TO OUR VALUED CLIENTS:

1. For Inquiries or questions regarding our services, please contact us at Tel. No. 570-6982
2. Our Office Hours: Monday- Saturday 9:00 a.m.- 6:00 p.m., except Holidays.
3. Other requests are evaluated and assessed for cost proposals.
4. All requests are scheduled on a "First Come First Serve" basis with a minimum of 24-hours lead time
5. We acknowledge re- scheduling of confirmed service at least two hours before the confirmed appointment. New appointment will be subjected to the availability of slots.
6. All materials, consumables, spares needed for the repair / restoration / rehabilitation of equipment/furnishings/areas shall be provided by the unit residents except when stipulated in the cost proposal
7. During the delivery of service, SPMSI shall be allowed by the resident to use water, power and lighting facilities free of charge.
8. Payments (cash and check) are made in the Building Administration Accounting Office.
9. Check Payments should be payable to "Shang Property Management Services Inc."