



November 11, 2025

Mr. Allan A. Ponce, Jr  
HR Supervisor  
Convergent Outsourcing Solutions Inc.  
Jpy, 52 Kamuning Road  
Quezon City

Dear Mr. Ponce,

Thank you for considering Inteliasia CIS as your trusted partner for Credit & Background Investigation services. We are pleased to present our proposal, offering competitive rates and efficient turnaround times as detailed below:

| Area                           | Rate (₱) | Turnaround Time |
|--------------------------------|----------|-----------------|
| Metro Manila                   | 2,850.00 | 4-working days  |
| Bulacan, Pampanga & Calabarzon | 3,250.00 | 4-working days  |
| North & South Luzon            | 4,850.00 | 10-working days |
| Visayas & Mindanao             | 6,850.00 | 10-working days |

**Payment Terms:** Net 30 days from the date of invoice

**Remarks:**

- Rates are quoted on a per-account basis
- Final reports will be delivered in PDF format via email

Inteliasia CIS specializes in nationwide field credit & background investigations, and allied services. We are committed to providing accurate and timely reports to support your risk management initiatives. This offer is valid for one (1) year.

Should you have any questions or require further clarification, please feel free to contact us. We look forward to the opportunity to collaborate with your organization.

Sincerely,

Buddy Araojo  
Manager