

BCA Academy

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6 Oct 09

Ms. Vivien Tay  
Financial Director  
Orion Integrated Services Pte Ltd  
2 Jalan Kukoh  
#01-155  
Singapore 163002

thru Ms. Serene Liow, Contracts Manager

Dear Sir/Madam

**LETTER OF APPRECIATION – UPGRADING OF FOOTPATH AT BCA ACADEMY**

This letter is intended to express our appreciation for the dedicated efforts, hard work and outstanding quality of services provided by yourself and your staff in the upgrading of the existing footpath carried out at BCA Academy

2. We sincerely appreciate, Mr. Allen Toy for his responsiveness and attention to details that ensure the project progress smoothly that complied with contract obligations and practices, hence bringing about the successful completion of the project within budget. We are particularly impressed with the professionalism displayed by your company.

3. I find it a great pleasure working with your company and staff. This letter serves as a formal acknowledgement of my sincere appreciation and recommendation.

Yours Sincerely,



LAM LEE FATT  
HEAD  
FACILITIES AND ESTATES MANAGEMENT  
BCA ACADEMY