



MICROSOFT LEBANON S.A.R.L

Att: Mr. Joseph Azzi / Mr. Elie Sleiman

Tel: 9611983344

Fax: 9611983349

Reference: PO-0012252

Subject: Microsoft Unified Support Services Renewal 2025-2026

Date: 16/12/2025

Dear Mr. Joseph Azzi / Mr. Elie Sleiman,

With reference to your Offer, dated , MIC1 hereby orders: Microsoft Unified Support Services Renewal 2025-2026 for a total value of 343,499.49USD (Three Hundred Forty Three Thousand Four Hundred Ninety Nine Dollars and Forty Nine Cents including VAT).

Please find enclosed the details and for further information, do not hesitate to contact us.

1. Description :

Name	Quantity	Unit Price	Prices	Curr
Microsoft Unified Support Services Renewal 2025-2026	12.00	25,788.25	309,459.00	USD
Total Amount			309,459.00	USD
Discount			0.00	USD
Price After Discount			309,459.00	USD
VAT			34,040.49	USD
Total Price			343,499.49	USD

Mobile Interim Company 1 S.A.L (MIC1)

Parallel Towers - Dekwaneh , Republic of Lebanon - PO Box 55-534
Capital 30,000,000 LBP - R.C. 72514 - Baabda T: +961 (0)3 391 000 - F: +961 (0)3 391 909 - www.alfa.com.lb
ISO 39001:2012 of Road Traffic Safety Management

PO-0012252



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2. REMARKS

Article 1: Any invoice related to this Purchase order not mentioning the PO# and the related contact person (Technical) will not be accepted or processed and will be considered as nonexistent.

Article 2: All due and eligible invoices shall be issued under the name of Mobile Interim Company 1 SAL (MIC1 SAL) and sent to MIC1 Premises at Parallel Towers, Dekwaneh, P.O.Box 50-128, Beirut, Lebanon to the attention of the accounting Department: Mr. Rizk Rizk

Article 3: Based on the provisions of the income tax law (Articles 41, 42 and 43) a 8.5% (on Opex) and 3.4% (on Capex) are to be deducted from the invoice for suppliers that do not maintain a place of business nor have a legal settlement in Lebanon.

Article 4: A copy of the signed PO should be attached to the invoice and to the delivery note when submitted to the company.

Article 5: To deliver the product/service conforming to the final and negotiated BoQ or list of maintained HW/SW for maintenance/renewal related POs with same product reference number.

Article 6: To inform and seek Procurement Department approval in case of replacement of any item in the BoQ and/or changes in the List of Maintained Equipment/Licenses while specifying the reason.

Article 7: In case of delay in delivery of any of the above-mentioned tasks, and deliverables, MIC1 has the right to impose a 0.75% per day deduction of the total amount of the PO that will be deducted from the remaining amount due to the supplier with a maximum of 20% deduction. After 5 weeks of delay MIC1 has the right to cancel the PO.





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3. PAYMENT TERMS

100% 45 days from invoice receipt

Payments should be done in LBP at market rate on payment date.

4. TERMS OF DELIVERY

Delivery Location: License Renewal

Delivery Time: From 01/12/2025 Till 30/11/2026





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****The contact person for technical information is:**

Josette Samir Aoun
Parallel Towers – Dekwaneh
BP-55-534 Beirut-Lebanon
Fax:
Phone: 03 399951
Email: JOSETTE.AOUN@alfamobile.com.lb

****The contact person for administrative information is:**

Elie Salim Attieh
Parallel Towers – Dekwaneh
BP-55-534 Beirut-Lebanon
Fax:
Phone: 70 250724
Email: ELIE.ATTIEH@alfamobile.com.lb

**** For Payment please contact the Accounting Department:**

Tel: 961 (3) 39 10 00
Email: Rizk.rizk@alfamobile.com.lb

****For Logistics and Delivery, please refer to:**

Ms. Hala Chamseddine
Phone: 961 (71) 91 52 53
Email: HALA.CHAMSEDDINE@alfamobile.com.lb

Best Regards,

Fredy Keyrouz

Director & Board Member

Rafic El Haddad

Chairman & CEO

