BARRANQUILLA, 07 DE JULIO 2021

Doctora:

OLGA PETIT

Supervisor contrato

Asunto: Informe de actividades correspondiente al periodo del 7 De JUNIO al 6 de JULIO de 2021. Durante el periodo mencionado en el asunto se efectuaron las actividades tendientes al cumplimiento de mis obligaciones contractuales, de acuerdo a la siguiente descripción.

Obligación Contractual	Producto
1) Digitalizar y archivar documentos, procesos, propuestas y carpetas de contratación.	Apoyo en la digitalización de **DELEGACIONES DE SUPERVISION: 2103,2162,2190,2183,2038,2122,2124,2177,2141,2188,2189,1593,1771,2091,2129,1805,1777, 1580,1561,1996,2000,2217,2213,2212,2197,2223,2207,2144,2224,2200,2201,2191,2192,2203, 2205,2215,2146,2165,2181,2228,2244,2238,2237,2186,2142,2216,2243,2235,2148,2135,2175, 2045,2229,2222,2154,2233,2185,2157,2041,2145,2260,2137,2180,2179.2234.2247,2176,2250, 2251,2206,2218,2248,2249,2259,2258,2219,2227,2255,2252,2277,2253,2236,2039,2262,2230, 2231,2263,2254,2221,2284,2220,2283,2199,2267,2265,2256,2264,2204,2289,2239,2209,2269, 2282,2208,2278,2275,2301,2302,2279,2287,2288,2266,2281,2300,2341,2305,2257,2323,22702 213,2326,2276,2296,2274,2143,2299,2303,2358,2349,2325,2324,2354,2293,2310,2280,2357,2 352,2361,2362,2365,2340,2356,2355,2312,2311,2351,2338,2211,2319,2320,2366,2389,2214,2 368** **APROBACIONES Y ACTUALIZACIONES DE POLIZAS:** FUNDAVE, TASSET, CONGLOMERADO TEC COLOMBIANO, FUDNACION CENTRO EXCELENCIA INFORMARCION, INTERVIAS, VIGICOLBA, ASEOCOLBA, CNOS VIAS ATCO, CNOSORCIO FISCALIA, COONORTIN, YACAMAN 32, CONSORCIO CIUDADELA, FANALCA, ECOVIAL,CONSORCIO SANEAMIENTO, YACAMAN 34, CONSORCIO INTER FGN. **PRORROGA: UNION TEMPORAL COMANDO 08**
2) Asistir en el apoyo operativo, revisión y logística para el traslado de cajas, expedientes y en general todo lo relacionado con la gestión documental y archivo.	Apoyo en la logística de expedientes y gestión de documentos y archivo de INFRAESTRUCTURA, AGUA POTABLE, EDUCACION
3) Validar documentos en la plataforma para el correspondiente proceso de cobro de cuentas.	**2103,2162,2190,2183,2038,2122,2124,2177,2141,2188,2189,1593,1771,2091,2129,1805,1777, 1580,1561,1996,2000,2217,2213,2212,2197,2223,2207,2144,2224,2200,2201,2191,2192,2203, 2205,2215,2146,2165,2181,2228,2244,2238,2237,2186,2142,2216,2243,2235,2148,2135,2175, 2045,2229,2222,2154,2233,2185,2157,2041,2145,2260,2137,2180,2179.2234.2247,2176,2250, 2251,2206,2218,2248,2249,2259,2258,2219,2227,2255,2252,2277,2253,2236,2039,2262,2230, 2231,2263,2254,2221,2284,2220,2283,2199,2267,2265,2256,2264,2204,2289,2239,2209,2269, 2282,2208,2278,2275,2301,2302,2279,2287,2288,2266,2281,2300,2341,2305,2257,2323,22702 213,2326,2276,2296,2274,2143,2299,2303,2358,2349,2325,2324,2354,2293,2310,2280,2357,2 352,2361,2362,2365,2340,2356,2355,2312,2311,2351,2338,2211,2319,2320,2366,2389,2214,2 368** **APROBACIONES DE POLIZAS:** FUNDAVE, TASSET, CONGLOMERADO TEC COLOMBIANO, FUDNACION CENTRO EXCELENCIA INFORMARCION, INTERVIAS, VIGICOLBA, ASEOCOLBA, CNOS VIAS ATCO, CNOSORCIO FISCALIA, COONORTIN, YACAMAN 32, CONSORCIO CIUDADELA, FANALCA, ECOVIAL,CONSORCIO SANEAMIENTO, YACAMAN 34, CONSORCIO INTER FGN.
4) Enviar y Recibir la documentación a los respectivos enlaces de cada Secretaría y Subsecretaría.	**DELEGACIONES DE SUPERVISION: 2103,2162,2190,2183,2038,2122,2124,2177,2141,2188,2189,1593,1771,2091,2129,1805,1777, 1580,1561,1996,2000,2217,2213,2212,2197,2223,2207,2144,2224,2200,2201,2191,2192,2203, 2205,2215,2146,2165,2181,2228,2244,2238,2237,2186,2142,2216,2243,2235,2148,2135,2175, 2045,2229,2222,2154,2233,2185,2157,2041,2145,2260,2137,2180,2179.2234.2247,2176,2250, 2251,2206,2218,2248,2249,2259,2258,2219,2227,2255,2252,2277,2253,2236,2039,2262,2230,**

	2231,2263,2254,2221,2284,2220,2283,2199,2267,2265,2256,2264,2204,2289,2239,2209,2269, 2282,2208,2278,2275,2301,2302,2279,2287,2288,2266,2281,2300,2341,2305,2257,2323,22702 213,2326,2276,2296,2274,2143,2299,2303,2358,2349,2325,2324,2354,2293,2310,2280,2357,2 352,2361,2362,2365,2340,2356,2355,2312,2311,2351,2338,2211,2319,2320,2366,2389,2214,2 368
5) Admisión y entrega de correspondencia de documentos.	**APROBACIONES DE POLIZAS:** FUNDAVE, TASSET, CONGLOMERADO TEC COLOMBIANO, FUDNACION CENTRO EXCELENCIA INFORMARCION, INTERVIAS, VIGICOLBA, ASEOCOLBA, CNOS VIAS ATCO, CNOSORCIO FISCALIA, COONORTIN, YACAMAN 32, CONSORCIO CIUDADELA, FANALCA, ECOVIAL,CONSORCIO SANEAMIENTO, YACAMAN 34, CONSORCIO INTER FGN.
6) Cargue y descargue de documentos en la Plataforma Secop II.	**DELEGACIONES DE SUPERVISION: 2103,2162,2190,2183,2038,2122,2124,2177,2141,2188,2189,1593,1771,2091,2129,1805,1777, 1580,1561,1996,2000,2217,2213,2212,2197,2223,2207,2144,2224,2200,2201,2191,2192,2203, 2205,2215,2146,2165,2181,2228,2244,2238,2237,2186,2142,2216,2243,2235,2148,2135,2175, 2045,2229,2222,2154,2233,2185,2157,2041,2145,2260,2137,2180,2179.2234.2247,2176,2250, 2251,2206,2218,2248,2249,2259,2258,2219,2227,2255,2252,2277,2253,2236,2039,2262,2230, 2231,2263,2254,2221,2284,2220,2283,2199,2267,2265,2256,2264,2204,2289,2239,2209,2269, 2282,2208,2278,2275,2301,2302,2279,2287,2288,2266,2281,2300,2341,2305,2257,2323,22702 213,2326,2276,2296,2274,2143,2299,2303,2358,2349,2325,2324,2354,2293,2310,2280,2357,2 352,2361,2362,2365,2340,2356,2355,2312,2311,2351,2338,2211,2319,2320,2366,2389,2214,2 368**

Atentamente,

MARIA JOSE FORERO LOMANTO

CC 22.550.104

CONTRATISTA