

# JOB ORDER

CITEM.STR.FR.006

 <b>CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS</b> Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue 1300 Pasay City, Metro Manila, Philippines (632) 831-2201 to 09 ext. 218 (632) 831-1368, 832-3965 info@citem.com.ph www.citem.com.ph		JO Number: <b>2022-0171</b>	JO Date: <b>12/14/2022</b>	PAGE
		PR No.: <b>2022-0349</b>	PR Date: <b>11/07/2022</b>	

<b>CONTRACTOR/SUPPLIER</b> <b>INNOVATION PRINTSHOPPE INC.</b> <b>ADDRESS</b> 2224-2225 Concha St. San Andres Bukid Sta. Ana. Manila <b>MODE OF PROCUREMENT</b> Small Value Procurement	<b>DELIVERY TERM</b> <b>PAYMENT TERM</b> <b>PLACE OF DELIVERY</b> <b>DATE OF DELIVERY</b> 7 working days upon receipt of complete materials
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Please provide/furnish this office the requirements listed below subject to the terms and conditions contained herein. Address all correspondence to the Center for International Trade Expositions and Missions (CITEM).

DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
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<b>PRINTING OF CITEM ANNUAL REPORT FY 2021</b>	<b>500 pcs</b>	<b>Php334.00</b>	<b>Php167,000.00</b>
<b>SPECIFICATION:</b> Size: 9 1/4" x 13" – folded 18 1/2" x 13" – spread Stock: Cover – Matt plus 250 gsm with matt lamination and stamping Inside – Matt Plus 115 gsm. Color: Full Color Process: Litho Offset Binding: Perfect Binding Others: CTP Process Delivery: 7 working days upon approval of digital proof 88 pages including cover  Period of Engagement : 22 - 31 December 2022			

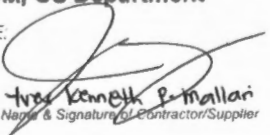
<b>TOTAL AMOUNT IN WORDS:</b>	<b>One Hundred Sixty Seven Thousand Pesos</b>	<b>Php 167,000.00</b>
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*This order is placed subject to the following terms and conditions:*

*The delivery must be made only during office hours to CITEM or as may be specified. Delivery is subject to the acceptance of CITEM's duly authorized representative/official and inspection by CITEM-Management Inspection Team and/or the Commission on Audit. Rejected deliveries are to be withdrawn and/or replaced immediately. Delay in the delivery is subject to the PENALTY of 1/10 of 1% of the TOTAL VALUE of this ORDER for EACH DAY OF DELAY. In case the contractor/supplier does not deliver within the due date, s/he shall be considered in default and will be liable to pay LIQUIDATED DAMAGES in the amount of \_\_\_\_\_ of the TOTAL AMOUNT unless the contractor/supplier requested and CITEM granted an extension. The contractor/supplier authorizes CITEM to deduct the amount of undelivered portion and to deduct the penalty and liquidated damages from any of its receivables from CITEM. The contractor/supplier must present a Delivery Receipt and Invoice or Official Receipt with the Job Order upon delivery.*

Very truly yours,

**ATTY. ANNA GRACE I. MARPURI**  
**OIC-DM, CS Department**

CONFORME: 

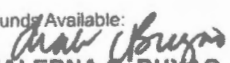
*Info: Kenneth P. Mallari*  
 Name & Signature of Contractor/Supplier


Date

BUR No. IP-CORPCOM-22121037 Recommended by:

DATE 12/15/2022

AMOUNT Php167,000.00

Funds Available:   
**MALERNA C. BUYAO**  
 Chief, Controllership Division

Approved by:  
  
**NORMAN D. BAGULBAGUL**  
 OIC-DM, CCSD