

JOB ORDER

CITEM.STR.FR.006

 CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS 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: 2023-0027	JO Date: 02/08/2023	PAGE
	PR No.: 2023-0042	PR Date: 12/28/2023	

CONTRACTOR/SUPPLIER ARTISAN PLUS TECHNICAL SERVICES INC. ADDRESS Al Quoz Industrial Area 4, Al Quoz Dubai, UAE	DELIVERY TERM PAYMENT TERM PLACE OF DELIVERY DATE OF DELIVERY
MODE OF PROCUREMENT OVERSEAS PROCUREMENT	

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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HIRING OF PHOTOGRAPHER AND STAND ASSISTANTS FOR THE PHILIPPINE PARTICIPATION IN GULFOOD 2023

ONSITE PHOTOGRAPHER	1 pax	US\$1,470.00
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Period of Engagement : February 20 - 21, 2023
Reporting Time : 10:00AM to 6:00PM to be at the Philippine Pavilion at least 30mins before start of event

SCOPE OF WORK:

1. To take photos of no less than 200 photos images consisting of the following:
 - a. Action shots during the Opening Ceremony at the Philippine Pavilion (if any)
 - b. Group photos (such as VIPs, VIPs + PH Delegation, PH Delegation etc), Philippine pavilion to be seen in the background.
 - c. Actions shots of exhibitor-Buyer interactions.
 - d. Pavilion shot (with or without people)
 - e. Booth and product shots of each exhibitor
 - f. Action shots of the VIPs
 - g. Other shots required by the onsite project coordinator
 - h. Facade of the exhibit (Gulfood Sheik Rashid Hall)
2. Submit the raw files of the photos on the day of the shoot, in the flash drive or cloud drive, whichever is applicable.

STAND ASSISTANTS	2 pa	US\$2,467.50
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Period of Engagement : 20 - 24 February 2023
Reporting Time : 10:00AM to 6:00PM to be at the Philippine Pavilion at least 30mins before start of event

Scope of Work:

- Provide assistance to CITEM onsite officers
- Encourage buyers/visitors to visit the Philippine booth
- Coordinate with contractor's stand -by computer technician for any technical problems in the pavilion as determined by CITEM onsite officers.

TOTAL AMOUNT IN WORDS: Two Hundred Fourteen Thousand Seven Hundred Seventy Pesos and 94/100 Centavos / or Three Thousand Nine Hundred Thirty Seven US Dollars and 50/100 Centavos **Php 214,770.94 or US\$3,937.50**

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.

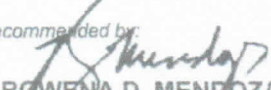
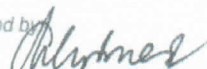
Very truly yours,

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

 for: **Ravi Prakash**
 Name & Signature of Contractor/Supplier
 17 February 2023
 Date

BUR No. **GF-23020173**
 DATE **02/13/2023**
 AMOUNT **Php214,770.94 or US\$3,937.50**
 Funds Available:

MALERNA C. BUYAO
 Chief, Controllership Division

Recommended by:

ROWENA D. MENDOZA
 OIC-DM, Operations Group 2
 Approved by:

MA. LOURDES D. MEDIRAN
 Deputy Executive Director