

# 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:  
**2023-0029**  
 PR No.:  
**2023-0051**

JO Date:  
**02/23/2023**  
 PR Date:  
**01/20/2023**

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CONTRACTOR/SUPPLIER <b>INNOVATION PRINTSHOPE INC.</b> ADDRESS <b>2225 Concha, San Andres Bukid, Manila, 1017 Metro Manila</b> MODE OF PROCUREMENT <b>Small Value Procurement</b>	DELIVERY TERM PAYMENT TERM PLACE OF DELIVERY DATE OF DELIVERY
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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
<b>PRINTING OF FAME+ EXHIBITORS CAMPAIGN BROCHURE</b>  <b>Specifications:</b>  Size: 5 7/8" x 8 1/4" - Folded 11 3/4" x 8 1/4" - Spread Stock: Free life Cento 100gsm Color: Full Color Process: Litho Offset No. of Pages: 12 pages including cover Binding: Saddle Stitch Delivery: 5 working days upon receipt of complete materials	<b>1,500 pcs</b>	<b>Php23.50/pc</b>	<b>Php35,250.00</b>

TOTAL AMOUNT IN WORDS: **Thirty Five Thousand Two Hundred Fifty Pesos**      Php **35,250.00**

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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:

BUR No. **MF-23030224**  
 DATE **MAR. 01, 2023**  
 AMOUNT **Php35,250.00**

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

Fund Available:   
**MALERNA C. BUYAO**  
 Chief, Controllorship Division

Name & Signature of Contractor/Supplier:   
**Kenneth P. Mallan**  
 Date: **3-14-23**