

JOB ORDER

CITEM.STR.FR.006



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
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JO Number:	JO Date:	PAGE
2023-0190	10/09/2023	
PR No.:	PR Date:	
2023-0385	09/14/2023	

CONTRACTOR/SUPPLIER **INNOVATION PRINTSHOPPE INC.**
 ADDRESS **2225 Concha, San Andres Bukid, Manila,**
 MODE OF PROCUREMENT **Small Value Procurement**

DELIVERY TERM
 PAYMENT TERM
 PLACE OF DELIVERY
 DATE OF DELIVERY

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
PRINTING OF SHOW GUIDE FOR MANILA FAME 2023	5,000 pcs	Php15.50/pc	Php77,500.00
<p>Specifications:</p> <p>Size: Cover – 3" x 5 1/2" Inside – 2 1/2" x 5" Folded 30" x 15 1/2" Spread</p> <p>Stock : Cover – Foldcote cal. 12 with matt and spot lamination Inside – Book paper 60 lbs.</p> <p>Color: Full Color, 2-Side Printing</p> <p>Process: Litho Offset</p> <p>No. of Pages: 9 folds, 3 panels</p> <p>Binding: Folded, Cover with pasting</p> <p>Others : with scoring</p> <p>Delivery: 5 working days upon receipt of complete materials</p>			

TOTAL AMOUNT IN WORDS: **Seventy Seven Thousand Five Hundred Pesos** **Php 77,500.00**

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 MARPURI
 OIC-DM, CS Department
 CONFORME

 Name & Signature of Contractor/Supplier
 October 11, 2023
 Date

BUR No. **ME-2310163**
 DATE **10/10/2023**
 AMOUNT **Php77,500.00**
 Funds Available:

MALERNA C. BUYAO
 Chief, Controllershship Division

Recommended by:
 Approved by:

NORMAN D. B. GULBAGUL
 OIC-DM, CCSD