

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: 2024-0180	JO Date: 05/03/2024	PAGE
	PR No.: 2024-0180	PR Date: 04/18/2024		

CONTRACTOR/SUPPLIER J.S. PLACIDO TRAVEL AND TOURS ADDRESS Blk 35 Lot 8 Area C San Martin I, Sapang Palay, San Jose Del Monte, Bulacan MODE OF PROCUREMENT Small Value Procurement	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
Van Rental with Driver for IFEX Philippines 2024 12 pax seating capacity van for hosted buyers and head of delegation Date and time: May 9, 2024; 12 hours (12 nn-12 am) Inclusive dates and time: May 10-12, 2024; 12 hours (8 am-8 pm) Routes: Aiport, Partner Hotel, WTCMM, CITEM, etc., vice versa Note: All routes are within Metro Manila only Basic Requirement: 1. Driver must be professional, courteous, neat, and defensive that will ensure the passenger's safety while on board. 2. All vehicles must be covered by comprehensive insurance inclusive of Passenger Liability Insurance, costs for gasoline, maintenance, lubricant, toll fee, and driver's meals and overtime fee shall also be included in the quotation 3. Van is in good condition and is kept clean	1 unit/ per day		Php33,744.00

TOTAL AMOUNT IN WORDS: Thirty Three Thousand Seven Hundred Forty Four Pesos	Php 33,744.00
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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 Rejected deliveries are to be withdrawn and/or replaced immediately.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:	BUR No. <u>IFEX-24250466</u> DATE <u>May 06, 2024</u> AMOUNT <u>Php33,744.00</u> Funds Available: MALERNA C. BUYAO Chief, Controllership Division	Recommended by: Approved by: ROWENA D. MENDOZA OIC-DM, OG 2
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Name & Signature of Contractor/Supplier Joan S. Placido _____ Date <u>May 08, 2024</u>	
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