

JOB ORDER

CITEM.STR.FR.006



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
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JO Number:
2021-0054

JO Date:
06/15/2021

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PR No.:
2021-0115

PR Date:
05/03/2021

CONTRACTOR/SUPPLIER **KAWASAKI SHIGEYUKI**

ADDRESS 180-0006 Tokyo, Musashino City,
Naka-cho 2-16-1-201

MODE OF PROCUREMENT **OVERSEAS 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

HIRING OF TELEMARKETER TO PROMOTE THE JAPAN B2B
MATCHMAKING ACTIVITIES FOR TOKYO ON 23 JUNE 2021

JPY 200,000.00
OR
PHP 87,340.00

Scope of Work:

1. Telemarketing campaign for Japanese food buyers in Tokyo from 09 June to 22 June 2021 (10 working days) with weekly reports to be submitted to CITEM and PTIC-Tokyo on buyers contacted per day and leads generated. (Target: 40-50 buyers contacted per day from 10 AM - 6 PM)

2. Telemarketer to be hired must be based in Tokyo and have at least three (3) years of telemarketing experience

Engagement to begin upon issuance of the Notice of Award.

Timeline can be adjusted based on contractor's willingness to work on weekends as long as 10 days of telemarketing services are rendered.

TOTAL AMOUNT IN WORDS:

TWO HUNDRED THOUSAND JAPANESE YEN OR
EIGHTY-SEVENTHOUSAND THREE HUNDRED FORTY

Php

JPY 200,000.00
OR
PHP 87,340.00

RESOS

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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

Jaime Antonio S. Sandoval
JAIME ANTONIO S. SANDOVAL
 Chief, STREDO & Procurement Division

BUR No. IFEX-21060404

DATE 06/16/2021

Recommended by:

Eva Marie C. Mariquina
EVA MARIE C. MARIQUINA
 OIC-DC, OTF Division

CONFORME:

AMOUNT JPY200,000.00 or
Php87,340.00

Approved:

Rowena D. Mendoza
ROWENA D. MENDOZA
 OIC-Operations Group 2

Name & Signature of Contractor/Supplier

Malerna C. Buyao
MALERNA C. BUYAO

Chief, Controllership Division

Date