

PURCHASE ORDER

CITEM.STR.FR.007



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



PO Number: 2024-0002	PO Date: 01/08/2024	PAGE
PR No.: 2024-0021	PR Date: 01/05/2024	

CONTRACTOR/SUPPLIER EMIRATES ADDRESS MODE OF PROCUREMENT Direct Retail Purchase	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
Plane Ticket for the following: 1. MARJO F. EVIO 2. KARLA GRACE DINGLASAN Manila to Frankfurt : 23 January 2024/3:25am Frankfurt to Manila : 01 February 2024/21:10pm	2 pax	Php67,239.20/ pax	Php134,478.40
3. KATHERINE MAY APODACA Manila to Frankfurt : 23 January 2024/3:25am Frankfurt to Manila : 28 January 2024/21:10pm	1 pax		Php 67,239.20
with excess baggage allocation of 5 kilos per pax two way	5 kilos/pax/ way	Php8,400.00/pax 2 way	Php25,200.00
			Php226,917.60

TOTAL AMOUNT IN WORDS: Two Hundred Twenty Six Thousand Nine Hundred Seventeen and 60/100 Centavos Php **226,917.60**

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 Purchase Order upon delivery.

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

BUR No. **VAR-24010046 / VAR-24010047**
 Recommended by:
ANNA MARIE D. ALZONA
 Chief, OTF-OG 1

DATE **1/10/2024**
 AMOUNT **Php226,917.60**

Funds Available:
MALERNA C. BUYAO
 Chief, Controllership Division

Approved by:
MA. LOURDES D. MEDIRAN
 Deputy Executive Director

Name & Signature of Contractor/Supplier
 Date