

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:

2025-0260

JO Date

5/06/2025

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PR No.:

2025-0260

PR Date:

4/11/2025

CONTRACTOR/SUPPLIER **DEGTEK INFORMATION**ADDRESS **TECHNOLOGY SOLUTIONS****Brgy. Pio del Pilar, Makati City**MODE OF PROCUREMENT **SMALL VALUE PROCUREMENT**

DELIVERY TERM

PAYMENT TERM **30 days**

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

**SUBSCRIPTION TO AN ONLINE VIDEOCONFERENCING
PLATFORM FOR ONE (1) YEAR**

Period of Engagement: 18 May 2025 to 17 May 2026

PHP169,171.00

SPECIFICATIONS:

- * 9 host meetings supporting 100 attendees each
- * with Add-on 1 large meeting that support 1000 attendees
- * with team chat, whiteboard and at least 5 GB cloud recording storage per Host, Mail and Calendar, Collaborative notes.

VAT INCLUSIVE

TOTAL AMOUNT IN WORDS: ONE HUNDRED SIXTY-NINE THOUSAND ONE HUNDRED SEVENTY ONE PESOS **Php 169,171.00**

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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

Very truly yours,

ATTY. ANNA GRACE I. MARPURI

Department Manager III, CSD

CONFORME:

Darlito Gloria

Name & Signature of Contractor/Supplier

May 16, 2025

Date

BUR No.

ISP-2505706

DATE

May 14, 2025

AMOUNT

₱ 169,171.00

Recommended by:

Approved by:

ROMLEAH JULIET P. OCAMPO

Executive Director

Funds Available:

WILMA G. DULAY

OIC-Chief, Controllorship