

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) 631-2201 to 09 ext. 218 📠 (632) 631-1388, 632-3565 📧 info@citem.com.ph 🌐 www.citem.com.ph		JO Number: 2024-0330	JOB Date: 08/08/2024	PAGE 1
	PR No.: 2024-0330	PR Date: 07/31/2024		
CONTRACTOR/SUPPLIER INNOVATION PRINTSHOPPE, INC. ADDRESS 2224-2225 Concha St. San Andres Bukid, Sta. Ana, 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 Exhibitions and Missions (CITEM).				
DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT	
PRINTING OF 500 PIECES OF POSTCARD FOR HONG KONG TRADE DEVELOPMENT COUNCIL (HKTDC) FOOD EXPO PRO 2024 Specification: Size: 5 3/4" x 8 1/4" Stock: Matte Coated 220 lbs. with Matte Lamination Color: Full color; 2 side printing Process: Litho Offset No. of pages: 1 pc. Binding: Loose	500 pcs.	PHP 21.90	PHP 10,950.00	
			PHP 21.90 PER PIECE OR A TOTAL OF PHP 10,950.00	
TWENTY-ONE AND 90/100 PESOS PER PIECE OR A TOTAL OF TEN				
TOTAL AMOUNT IN WORDS: THOUSAND NINE HUNDRED FIFTY PESOS			Php	
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 Rejected deliveries are to be withdrawn and/or replaced immediately.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, she 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 Acting DM - Corporate Services Department CONFORME: Name & Signature of Contractor/Supplier 08-12-24 Date	BUR No. <u>HKTDC-24080855</u> DATE <u>Aug. 09, 2024</u> AMOUNT <u>₱ 10,950.00</u> Fund Available: MALERNA C. BUYAO Chief Controllership	Recommended by: ROWENA G. MENDOZA Acting DM-Consumer Business Department Approved by: LEAH PULIDO OCAMPO Executive Director		