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) 831-1388, 832-3965 info@citem.com.ph www.citem.com.ph	JO Number: 2025-0103-R3	JO Date: 04/29/2025	PAGE 1
	PR No.: 2025-0103-R3	PR Date: 04/07/2025	

CONTRACTOR/SUPPLIER NKN WATER REFILLING STATION

ADDRESS BLOCK 95 LOT 03 WATERLILY STREET, BRGY. RIZAL, TAGUIG CITY

MODE OF PROCUREMENT Small Value Procurement

DELIVERY TERM

PAYMENT TERM 30 days

PLACE OF DELIVERY CITEM

DATE OF DELIVERY 5 days upon receipt of JO

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
SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER FOR CITEM	1 lot	40,000.00	Php89,600.00
		Discount 5%	Php4,480.00

Period/Duration: Eight (8) months or after complete consumption and delivery of the required total number of five (5) - gallon round containers of purified drinking water.

Requirements for Drinking Water Supplier:
1. Must have Sanitary Permit issued by DOH or City/ Municipal Health Office.
2. Must present an updated result of drinking water quality test issued by DOH-accredited water testing laboratory.

Scopr of Services:
1. Supply and deliver 2,240 round containers of 5-gallon purified drinking water for the 8-month period at CITEM office. Quantity per week shall be 70 containers and may vary depending on the actual consumption.

Payment Terms:
1. Supplier to submit monthly billing based on the number of containers supplier/delivered.

TOTAL AMOUNT IN WORDS: EIGHTY FIVE THOUSAND ONE HUNDRED TWENTY PESOS — Php85,120.00

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 GRACEIL MARPURI
Department Manager, Corporate Services Dept.

CONFORME:

NORMA B. BYNATON
Name & Signature of Contractor/Supplier
5-15-25
Date

BUR No. AOE-650-25050682
DATE May 7, 2024
AMOUNT P85,120.00

Funds Available:
WILMA G. DULAY
OIC-Chief Controllership

Recommended by:
ENGR. REGNER R. PENEZA JR.
Administrative Officer IV, GSD

Approved by:
ROMLEAH JULIET P. OCAMPO
EXECUTIVE DIRECTOR
05.09