

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:	2024-0557-R2	JO Date:	12/19/2024	PAGE 1
PR No.:	2024-0557-R2	PR Date:	12/04/2024	

CONTRACTOR/SUPPLIER <u>LUMICANDLESPH OPC</u>	DELIVERY TERM _____
ADDRESS <u>Continental Court, 47 Annapolis st., San Juan</u>	PAYMENT TERM _____
MODE OF PROCUREMENT <u>Small Value Procurement</u>	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
PURCHASE OF SCENTED CANDLES (250ML) WITH PACKAGING AS CITEM'S CORPORATE GIFTS Type of Wax: Paraffin or Beeswax Scent: Natural (Bamboo, Eucalyptus, Lavender and the likes) Color: White or Beige Other features: contained in Glass Jar Delivery date: 5 days after issuance of JO/PO	20 pcs	PHP 900.00	PHP 18,000.00

TOTAL AMOUNT IN WORDS: EIGHTEEN THOUSAND PESOS Php 18,000.00

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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
 DM-Corporate Services Department

CONFORME:

ANGELICA CUNANAN
 Name & Signature of Contractor/Supplier

Date _____

BUR No. 10-24121555

DATE December 23, 2024

AMOUNT Php 18,000.00

Funds Available:
Man Buyao
 MALERNA C. BUYAO
 Chief Controllership 1

Recommended by:

Approved by:
Leah Pulido Ocampo
 LEAH PULIDO OCAMPO
 Executive Director