

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
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JO Number: 2024-0433	JO Date 10/09/2024	PAGE 1
PR No.: 2024-0433	PR Date: 09/17/2024	

CONTRACTOR/SUPPLIER **J.S. PLACIDO TRAVEL AND TOURS**
 ADDRESS
 Blk 35 Lot 8, Area C, San Martin 1, Brgy. Sapang Palay, San Jose Del Monte City, Bulacan
 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 Expositions and Missions (CITEM).

DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
CHAUFFEURED VAN RENTAL FOR MANILA FAME 2024 BUYERS			
Period: 16 October 2024 Time: 15 hours (9AM - 12MN) Basic Routes: Airport - Accredited Hotels - WTCMM - Accredited Hotels - Airport	2 UNITS	PHP 8,360.00	PHP 16,720.00
Period: 17-20 October 2024 Time: 12 hours (8AM - 8PM) Basic Routes: Accredited Hotels - WTCMM - Accredited Hotels Basic Requirements: 1. Driver can communicate in basic English 2. Driver dressed well/presentable (no t-shirt & slippers) 3. Van in good condition and with aircon provision 4. Van is kept clean and smells fresh Note: - Basic routes can be altered as long as destinations are within Metro Manila - Hiring is still amendable for overtime charges.	3 UNITS	PHP 33,440.00	PHP 100,320.00

TOTAL AMOUNT IN WORDS: **ONE HUNDRED SEVENTEEN THOUSAND AND FORTY PESOS** Php 117,040.00

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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

BUR No. MF-24101159
 DATE OCT. 10, 2024
 AMOUNT ₱ 117,040.-

Recommended by:
MARJO F. EVIO
 DM-Service Business Department

CONFORME:

Joan S. Placido
 Name & Signature of Contractor/Supplier
 15, Oct. 2024
 Date

Funds Available:

MALERNA C. BLIWAO
 Chief Controllorship

Approved by:

LEAH PULIDO OCAMPO
 Executive Director