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

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CONTRACTOR/SUPPLIER **KIX'S CATERING FOOD SERVICES**

ADDRESS 307 LANZONES ST., MANUELA 4B SUBD., LAS PINAS

MODE OF PROCUREMENT Small Value Procurement

DELIVERY TERM

PAYMENT TERM 30 days

PLACE OF DELIVERY CITEM

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
PROCUREMENT PACKED MEALS FOR CITEM EMPLOYEES, SERVICE PROVIDERS, VOLUNTEERS ON IFEX PHILIPPINES 2025			
20 MAY 2025 (Ingress)			
LUNCH	200 pack	240.00	Php48,000.00
DINNER	120 pack	240.00	Php28,800.00
- Rice - Viand (2): - vegetable - fish/pork/chicken - Dessert (1) - Softdrinks/Juice (1) - Bottled water, 500ml (1)			
MIDNIGHT SNACK - Rice Porridge or Sandwich - Coffee in packet	100 pack	140.00	Php14,000.00
21 MAY 2025 (Ingress)			
LUNCH	200 pack	240.00	Php48,000.00
DINNER	120 pack	240.00	Php28,800.00
- Rice (1) - Viand (2): - vegetable - fish/pork/chicken - Dessert (1) - Softdrinks/Juice (1) - Bottled water, 500ml (1)			
MIDNIGHT SNACK - Rice Porridge or Sandwich - Coffee in packet	90 pack	140.00	Php12,600.00
TOTAL AMOUNT IN WORDS:			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 Rejected deliveries are to be withdrawn and/or replaced immediately.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, 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 H. MARPURI
Department Manager, Corporate Services Dept.

CONFORME:

Maria Regina Villagracia
Name & Signature of Contractor/Supplier

Date

BUR No. IFBX-25050756

DATE May 21, 2025

AMOUNT ₱ 334,400.00

Funds Available:
for: WILMA G. DULAY 05/21/25
OIC-Chief Controllership

Recommended by:

MA. LOURDES D. MEDIRAN
Deputy Executive Director

ROWENA G. MENDOZA
Department Manager, CBD

Approved by:

ROMLEAH JULIET P. OCAMPO
EXECUTIVE DIRECTOR

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT

22 MAY 2025 (Event Proper)
LUNCH
- Rice (1)
- Viand (2):
  - vegetable
  - fish/pork/chicken
- Dessert (1)
- Softdrinks/Juice (1)
- Bottled Water 500ml (1)
	90 pack	240.00	Php21,600.00

23 MAY 2025
LUNCH
- Rice (1)
- Viand (2):
  - vegetable
  - fish/pork/chicken
- Dessert (1)
- Softdrinks/Juice (1)
- Bottled water, 500ml (1)
	90 pack	240.00	Php21,600.00

24 MAY 2025 (Event Proper)
LUNCH
DINNER (Egress)
- Rice (1)
- Viand (2):
  - vegetable
  - fish/pork/chicken
- Dessert (1)
- Softdrinks/Juice (1)
- Bottled water, 500ml (1)
	300 pack
	110 pack
		240.00
		240.00
			Php72,000.00
			Php26,400.00

• TOTAL AMOUNT IN WORDS:			Php

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Very truly yours,

ATTY. ANNA GRACE I. MARPURI
Department Manager, Corporate Services Dept

CONFORME:

Maria Regina Villagracia
Name & Signature of Contractor/Supplier

Date

BUR No. IFEX-25050756

DATE May 21, 2025

AMOUNT ₱334,400.00

Funds Available:
for:
WILMA G. DULAY 05/21/25
OIC-Chief Controllership

Recommended by:

MA. LOURDES D. MEDIRAN
Deputy Executive Director

ROWENA G. MENDOZA
Department Manager, CBD

Approved by:

ROMLEAH JULIET P. OCAMPO
EXECUTIVE DIRECTOR

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DELIVERY TERM
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DATE OF DELIVERY

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
MIDNIGHT SNACK - Rice Porridge or Sandwich - Coffee in packet To be delivered at CITEM Office Time: 11:00 - 11:30 am (Lunch) 7:00 - 7:30 pm (Dinner) 10:00 - 10:30 pm (Midnight Snack)	90 pack	140.00	Php12,600.00

TOTAL AMOUNT IN WORDS: THREE HUNDRED THIRTY FOUR THOUSAND FOUR HUNDRED PESOS | Php334,400.00

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Very truly yours,
ATTY. ANNA GRACE I. MARPURI
Department Manager, Corporate Services Dept.

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Maria Regina Villagracia
Name & Signature of Contractor/Supplier
Date

BUR No. IFGX 25050756
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Funds Available:
FOR: WILMA Q. DULAY 05/21/25
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