

JOB ORDER

CITEM.STR.FR.006



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
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JO Number: 2024-0585	JO Date 01/02/2025	PAGE 1
PR No.: 2024-0585	PR Date: 12/13/2024	

CONTRACTOR/SUPPLIER <u>ONU CONSUMER GOODS TRADING</u>	DELIVERY TERM
ADDRESS <u>5/F, 21 Urban Deca Tower EDSA, Highway Hills, Mandaluyong</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 CUSTOMIZED BAGS AND POUCHES AS PARTNERS TOKEN FOR CREATEPHILIPPINES x MIPAM 2025			
CUSTOMIZED CPH X MIPAM TOTE BAG Specs: 14" w x 16" h, 22" strap, black	200 pcs.	PHP 315.00	PHP 63, 000.00
CUSTOMIZED CREATEPhilippines TOTE BAG Specs: 14" w x 16" h, 22" strap, black	300 pcs	PHP 315.00	PHP 94, 500.00
CUSTOMIZED CREATEPhilippines CANVAS DRAWSTRING POUCH Specs: 24x32 cm, canvas material	500 pcs	PHP 55.00	PHP 27, 500.00

- Note:
- Supplier shall submit proposed materials to CITEM approval
 - Supplier shall make a sample output/prototype printing before mass production

Date Needed/Delivery Date: 27 December 2024

TOTAL AMOUNT IN WORDS: **ONE HUNDRED EIGHTY-FIVE THOUSAND PESOS** Php 185, 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 Rejected deliveries are to be withdrawn and/or replaced immediately.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:

Rowena Rose De Jesus Ugaddan
 Name & Signature of Contractor/Supplier

February 10, 2025
 Date

BUR No. CMP-25010090
 DATE JAN 20, 2025
 AMOUNT P 185, 000 -

Funds available:
MALERNA C. BULAO
 Chief Controllership

Recommended by:

MARJO F. EVIO
 DM-Service Business Department

Approved by:

LEAH PULIDO OCAMPO
 Executive Director

MEMORANDUM

de facto,
Ok, Chm 04.15

FOR : MA. LOURDES D. MEDIRAN
Deputy Executive Director

COPY : CONTROLLERSHIP DIVISION
: PROCUREMENT UNIT

THRU : *[Signature]*
MARJO F. EVIO
Department Manager, SBD *[Signature]*

FROM : *[Signature]*
VEA JANIKA V. SANTOS
TIDA, SBD

DATE : 10 April 2025

SUBJECT : Request to Extend Delivery Date for PR No. 2024-0585 /
JO No. 2024-0585

This is to request an amendment to the delivery date specified in PR No. 2024-0585S and JO No. 2024-0585 for the Purchase of Customized Bags & Pouches as Partners Token for CREATEPhilippines and MIPAM 2025. Since the budget for the tokens was changed to CREATEPH 2025 budget, and the Job Order was released to the supplier last February 04, 2025, we are kindly requesting that the delivery date be adjusted from December 27, 2024, to **March 20, 2025**, instead.

/// All items were delivered in full last **March 17, 2025** – 29 working days after the sending of JO. As stated in the RFQ, supplier is given 30 workings days to deliver to items upon acceptance of Job Order.

For your kind consideration.

Thank you.