

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:
2024-0514

JO Date
11/29/2024

PAGE

PR No.:
2024-0514

PR Date:
10/15/2024

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CONTRACTOR/SUPPLIER INTERIOR CRAFTS OF THE ISLANDS, INC.
 ADDRESS 3-A General Maxilom Avenue, Cebu City

DELIVERY TERM _____

PAYMENT TERM _____

PLACE OF DELIVERY _____

DATE OF DELIVERY _____

MODE OF PROCUREMENT Small Value Procurement

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 MINIATURE PHILIPPINE PRODUCTS (with customized packaging) FEATURED AT MANILA FAME as Token for BOARD MEMBERS	11 pcs.	7,250.00	PHP79,750.00 (exclusive of freight and/or door-to-door delivery charges)
<p>CONDITIONS:</p> <ol style="list-style-type: none"> 1. Miniature piece of Philippine products featured at Manila FAME for the home, fashion, furniture and lifestyle sector. 2. Miniature piece of products designed by PH designers or produced by Philippine manufacturers/exhibitors. 3. Miniature piece should be packaged and arranged as tokens. 			

TOTAL AMOUNT IN WORDS: SEVENTY NINE THOUSAND SEVEN HUNDRED FIFTY PESOS

Php 79,750.00

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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
 Department Manager III, CSD

BUR No. HOE - 24121403
 DATE Nov. 03, 2024
 AMOUNT ₱ 79,750 -

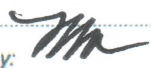
Recommended by:

CONFORME:


Leo Danmaguet
 Name & Signature of Contractor/Supplier

Funds Available:

MALERNA C. BUYAO
 Chief Controllership

Approved by:

LEAH PULIDO OCAMPO
 Executive Director

Date

MEMORANDUM

Ok. Anna 12.05

For : MA. LOURDES D. MEDIRAN
Deputy Executive Director

From : Atty. Anna Grace I. Marpuri
OIC-Legal Officer V

Date : 03 December 2024

Subject : Request to change delivery date of the Miniature Token for CITEM
Board Members

May we request the adjustment of delivery date of the Token for Board Members from Oct. 30, 2024, to Dec. 15, 2024. These tokens shall be also as "appreciation gift" to our exiting Board Members', who made contribution and success to CITEM achievements for the past years //

For Consideration, please.

Thank you.