

JOB ORDER

CITEM.STR.FR.006



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
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 1300 Pasay City, Metro Manila, Philippines
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JO Number: 2024-0588	JO Date 12/23/2024	PAGE 1
PR No.: 2024-0588	PR Date: 12/13/2024	

CONTRACTOR/SUPPLIER J2S CORE COMPUTER TRADING
 ADDRESS 3K-C 3rd Floor, Gilmore IT Center, #8 Gilmore Ave., cor. 1st St., Brgy. Valencia, Quezon City
 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
SUPPLY AND INSTALLATION OF SIX (6) PIECES LAPTOP MEMORY FOR THE UPGRADE LAPTOPS FOR EDD Specifications: 16 GB SODIMM DDR5 4800 KINGSTON Date Needed/Delivery Date: Fifteen (15) days upon receipt of Purchase Order	6 PIECES	PHP 5, 250.00	PHP 31, 500.00

TOTAL AMOUNT IN WORDS: **THIRTY-ONE THOUSAND FIVE HUNDRED PESOS**

Php 31, 500.00

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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:

JOHN JULIUS TRUJILLO
 Name & Signature of Contractor/Supplier

03-20-2025

BUR No. IP-LOPCOM-24121418

DATE December 27, 2024

AMOUNT ₱ 01, 500.00

Funds Available:
MAR FORNOS
MALERNA C. BLAAS
 Chief Controllorship

Recommended by:

JOSEPH D. BERNAT
 Department Manager III, CCSD

Approved by:

LEAH PULIDO OCAMPO
 Executive Director