

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: 2025-0271	JO Date: 05/20/2025	PAGE 1
CONTRACTOR/SUPPLIER BUSINESS GUIDE-SHA, INC. ADDRESS 2-6-2 KIMINARIMON, TAITO-KU, TOKYO, JAPAN MODE OF PROCUREMENT Overseas Procurement			PR No.: 2025-0271	PR Date: 04/22/2025	DELIVERY TERM PAYMENT TERM 30 days 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	
SPACE RENTAL FOR THE PHILIPPINE PARTICIPATION IN TOKYO INTERNATIONAL GIFT SHOW (TIGS) 2025		90 sqm		JPY4,730,000.00	
Fair Duration: 01-05 September 2025 Tokyo Bigsight, Tokyo, Japan				or a total of Php1,821,996.00	
Total Space Requirements: 90 sqm					
Conversion: JPY 1 = Php0.3852					
TOTAL AMOUNT IN WORDS: FOUR MILLION SEVEN HUNDRED THIRTY THOUSAND JAPANESE YEN OR A TOTAL OF ONE MILLION EIGHT HUNDRED TWENTY ONE THOUSAND NINE HUNDRED NINETY SIX PESOS		JPY4,730,000.00 or Php1,821,996.00			
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 Rejected deliveries are to be withdrawn and/or replaced immediately.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, Corporate Services Dept.	BUR No. <u>TIGS - 25050803</u> DATE <u>May 17, 2025</u> AMOUNT <u>₱1,821,996.00</u>	Recommended by: MA LOURDES D. MEDIRAN Deputy Executive Director MARJO F. EVIO Department Manager, SBD			
CONFORME: Name & Signature of Contractor/Supplier Date <u>6/5/2025</u>	Funds Available: WILMA G. DULAY OIC-Chief Controllorship		Approved by: ROMLEAH JULIET P. OCAMPO EXECUTIVE DIRECTOR		