


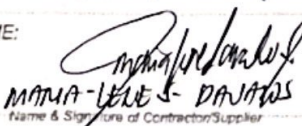
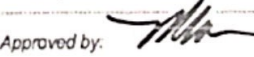



JOB ORDER

CITEM.STR.FR.006

 CITEM CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue 1300 Pasay City, Metro Manila, Philippines Tel. (832) 831-2201 to 09 ext. 218 Fax (832) 831-1368, 832-3965 Email info@citem.com.ph @ www.citem.com.ph		JO Number: 2025-0345	JO Date: 05/21/2025	PAGE 1
		PR No.: 2025-0345	PR Date: 05/15/2025	
CONTRACTOR/SUPPLIER ALBAS FILIPINO CATERING SERVICES CORPORATION		DELIVERY TERM _____		
ADDRESS _____		PAYMENT TERM 30 days		
235 EL GRANDE AVENUE, BF HOMES, LAS PINAS CITY		PLACE OF DELIVERY _____		
MODE OF PROCUREMENT Small Value Procurement		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 OF CATERING SERVICES FOR THE IFEX PHILIPPINES 2025 PARTNERS' APPRECIATION NIGHT	1 lot		Php150,000.00	
Date Needed / Delivery Date: 22 May 2025 Ingress: 3-5PM at the World Trade Center Metro Manila (WTCMM) Lobby Program Proper: 6PM-8PM				
Requirements: - Set-up: At least 20-30 cocktail tables (maximum of 4-5 pax per table) with skirting and basic centerpiece - Full catering service with banquet head waiter and uniformed waiters - Food (good for 100-150 pax): hors d'oeuvres, pass around/finger foods mix of light to heavy dishes with/without pork, beef, chicken, non-meat/plant-based/vegetarian				
TOTAL AMOUNT IN WORDS: ONE HUNDRED FIFTY THOUSAND PESOS			Php150,000.00	
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 Rejected deliveries are to be withdrawn and/or replaced immediately.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, she 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.		Recommended by:  ROWENA G. MENDOZA Department Manager, CBD		
CONFORME:  MARIA-LORE S. DAVALOS Name & Signature of Contractor/Supplier		Approved by:  ROMLEAH JULIET P. OCAMPO EXECUTIVE DIRECTOR		
Date _____		Funds Available:  WILMA G. DULAY OIC-Chief Controllership		