

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: 2025-0264 R1	JO Date: 05/08/2025	PAGE 1 of 2
		PR No.: 2025-0264 R1	PR Date: 04/28/2025	
CONTRACTOR/SUPPLIER TOPBEST PRINTING CORPORATION		DELIVERY TERM		
ADDRESS Caloocan City		PAYMENT TERM 30 days		
MODE OF PROCUREMENT SMALL VALUE PROCUREMENT		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
PRINTING OF ID BADGES AND PURCHASE OF COMPATIBLE THERMAL RIBBON FOR IFEX PHILIPPINES 2025				
ID/BADGES				
Specifications:				
Size: 3 1/2" x 5"				
Stock: C2S 160 lbs.				
Color: Full Color				
Process: Litho Offset				
Binding: Fan Fold (Accordion)				
Others: Irregular cut with perforation and die cutting				
Exhibitor	3,000 pcs	14.00/pc	42,000.00	
Trade Buyer	1,800 pcs	14.00/pc	25,200.00	
VIP	200 pcs	14.00/pc	2,800.00	
VIB	150 pcs	14.00/pc	2,100.00	
Guest	500 pcs	14.00/pc	7,000.00	
Organizer	200 pcs	14.00/pc	2,800.00	
Staff	300 pcs	14.00/pc	4,200.00	
Event Partner	220 pcs	14.00/pc	3,080.00	
TOTAL AMOUNT IN WORDS:				Php
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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 <u>1/10 of 1%</u> 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. <u>IFEX-2500700</u> DATE <u>May 13, 2025</u> AMOUNT <u>₱108,080.00</u>		
CONFORME:  05/15/2025 Shirley L. Dionisio Name & Signature of Contractor/Supplier		Recommended by:  ROWENA D. MENDOZA Department Manager III, CBD		
Date		Funds Available:  WILMA G. DULAY OIC-Chief Controllorship		
		Approved by:  ROMLEAH JULIET P. OCAMPO Executive Director		

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Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue
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CONTRACTOR/SUPPLIER	TOPBEST PRINTING CORPORATION	DELIVERY TERM
ADDRESS	Caloocan City	PAYMENT TERM 30 days
MODE OF PROCUREMENT	SMALL VALUE PROCUREMENT	PLACE OF DELIVERY
		DATE OF DELIVERY

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
Media	250 pcs	14.00/pc	3,500.00
Government	200 pcs	14.00/pc	2,800.00
Conference Speaker	100 pcs	14.00/pc	1,400.00
Conference Delegate	300 pcs	14.00/pc	4,200.00

THERMAL RIBBON

20 rolls 350.00/roll 7,000.00

Size: 110m x 100m

Inkside: Outside

Core: 0.5"

Must be compatible with the paper used in the ID badges

Delivery: 5 working days from receipt of complete materials

TOTAL AMOUNT IN WORDS: ONE HUNDRED EIGHT THOUSAND AND EIGHTY PESOS Php 108,080.00

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Very truly yours,

ATTY. ANNA GRACE I. MARPURI

Department Manager III, CSD

CONFORME:

Shirley L. Dionisio
Name & Signature of Contractor/Supplier

Date

BUR No. IPEX-25002700

DATE May 13, 2025

AMOUNT 108,080.00

Funds Available

WILMA G. DULAY

OIC-Chief Controllorship

Recommended by:

ROWENA D. MENDOZA

Department Manager III, CBD

For ROMLEAH JULIET P. OCAMPO

Executive Director