

# JOB ORDER

CITEM.STR.FR.006

 <b>CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS</b> 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: <b>2025-0304 A</b>	JO Date: <b>05/08/2025</b>	PAGE <b>1</b>
		PR No.: <b>2025-0304</b>	PR Date: <b>05/02/2025</b>	

CONTRACTOR/SUPPLIER **CURRENT CONCEPTS, INC.**ADDRESS **Industrial Valley, Marikina City**MODE OF PROCUREMENT **Small Value Procurement**

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
<b>PURCHASE OF LANYARD FOR THE ID BADGES FOR IFEX-SSX 2025</b>	<b>7,300 pcs</b>	<b>5.25</b>	<b>38,325.00</b>
Lanyard, black, 0.5" with metal hook			

TOTAL AMOUNT IN WORDS: **THIRTY EIGHT THOUSAND THREE HUNDRED TWENTY-FIVE PESOS**Php **38,325.00**

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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

Department Manager, CSO

CONFORME:

Anna Melissa Lasquety

Name &amp; Signature of Contractor/Supplier

Date

BUR No. **IFEX-25050752**DATE **May 21, 2025**AMOUNT **38,325.00**

Funds Available:

for: **WILMA G. DULAY** **05/21/25**  
OIC-Chief, Controllership

Recommended by:

**ROWENA D. MENDOZA**  
Department Manager, CBD

Approved by:

**ROMLEAH JULIET P. OCAMPO**  
Executive Director

**MEMORANDUM**

**For : LEAH PULIDO OCAMPO**  
Executive Director

**Thru : ATTY. ANNA GRACE I. MARPURI**  
Department Manager, CSD

**From : ROWENA G. MENDOZA**  
Department Manager, CBD

**Date : 24 June 2025**

**Subject: ADJUSTMENT ON THE LATE DELIVERY OF SUPPLIES RE IFEX 2025**

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This is to request adjustment on the delivery date of the following suppliers from May 14, 2025 to May 21, 2025 in connection with IFEX Philippines 2025:

1. Perfect Provision Incorporated – 7,300 pcs of ID Lanyard
2. Current Concept Incorporated – 7,300 pcs. Of ID Case

The Notice of Award was only transmitted to the supplier last May 14, 2025, which was supposed to be the delivery date as indicated in the PR. The actual delivery date was May 21, 2025.

Thank you and we are hoping for your very kind consideration regarding this matter.