

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: 2022-0178	JO Date: 12/29/2022	PAGE
		PR No.: 2022-0372	PR Date: 11/24/2022	



CONTRACTOR/SUPPLIER INNOVATION PRINTSHOPPE INC. ADDRESS 2224-2225 Concha St. San Andres Bukid Sta. Ana. Manila MODE OF PROCUREMENT Small Value Procurement	DELIVERY TERM _____ PAYMENT TERM _____ PLACE OF DELIVERY _____ DATE OF DELIVERY 7 working days upon receipt of complete materials
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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).

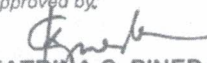

DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
PRINTING OF PLACE MATS AS TOKENS FOR CITEM MEETING'S VIPS, GUESTS, AND OFFICIALS SPECIFICATIONS: Size: Place Mat Inside – 12" x 18" folded Place Mat Inside – 16" x 18" spread Stock: Place Mat – Cover Front – foldcote solid 15 with matte lamination Cover Back – Chip board 15 Inside Placemat – Bookpaper 80 lbs. Color: Full Color (1 side print) Process: Litho Offset Printing No. of Pages: 7 layouts (70 sheets per pad) Quantity : 150 pads Binding: Place Mat – with padding, pasting Delivery: 7 working days upon approval of digital proof / upon receipt of complete materials	150 pads	Php600.00/pads	Php90,000.00

TOTAL AMOUNT IN WORDS: Ninety Thousand Pesos	Php 90,000.00
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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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 Job Order upon delivery.

Very truly yours,

ATTY. ANNA GRACE I. MARPURI
 OIC-DM, CS Department
 CONFORME:

Kenneth P. Mallan
 Name & Signature of Contractor/Supplier
 2-6-23
 Date

BUR No. MF-22121160
 DATE 01/09/2023
 AMOUNT Php90,000.00
 Funds Available:

MALERNA C. BUYAO
 Chief, Controllership Division

Approved by:

KATRINA C. PINEDA
 Chief PDS, BDU

ROWENA D. MENDOZA
 OIC-DM, Operations Group 2