

# 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  
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JO Number: <b>2024-0017</b>	JO Date: <b>01/19/2024</b>	PAGE
PR No.: <b>2024-0012</b>	PR Date: <b>12/18/2023</b>	

<b>CONTRACTOR/SUPPLIER YNZAL MARKETING CORP</b> ADDRESS 20 Scout Limbaga Street, Brgy Laging Handa, Quezon City MODE OF PROCUREMENT Small Value Procurement	DELIVERY TERM PAYMENT TERM PLACE OF DELIVERY DATE OF DELIVERY <b>13 February 2024</b>
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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
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<b>RENEWAL OF ADOBE CREATIVE CLOUD SUBSCRIPTION FOR ONE YEAR</b>  Specifications: - One (1) Year Subscription from <b>February 14, 2024 to February 13, 2025</b> - Includes Adobe Photoshop, Illustrator, Acrobat Pro, Dimension, InCopy, Bridge, InDesign, Spark, Illustrator Draw, Capture, Sketch for Design Application - Includes Adobe XD, Dreamweaver and Animate for Web and UX Application - Includes Adobe Lightroom, Lightroom Classic, Photoshop Mix, Photoshop Fix for Photography Application - Includes Adobe Premier Pro, After Effects, Audition, Character Animator, Media Encoder, Prelude, Story Plus - Includes Creative Cloud Libraries - Includes Adobe Fonts - Attached Certificate of Authorized Reseller	13 licenses	Php58,905.00/ license	Php765,765.00
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TOTAL AMOUNT IN WORDS: Seven Hundred Sixty Five Thousand Seven Hundred Sixty Five Pesos	Php <b>765,765.00</b>
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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 Rejected deliveries are to be withdrawn and/or replaced immediately.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:

*Jane A. Dungca*  
 Jane A. Dungca  
 Name & Signature of Contractor/Supplier  
 January 25, 2024  
 Date

BUR No. ISP-24010112  
 DATE 11/23/2024  
 AMOUNT Php765,765.00

Funds Available:  
*Mahe Buyao*  
**MALERNA C. BUYAO**  
 Chief, Controllorship Division

Recommended by:  
*CDEpio*  
**CLODUALDO D. EVIO**  
 Chief, SMD Division

Approved by:  
*MA. Lourdes D. Mediran*  
**MA. LOURDES D. MEDIRAN**  
 Deputy Executive Director