

JOB ORDER

CITEM.STR.FR.008



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
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JO Number: 2024-0110	JO Date: 04/08/2024	PAGE
PR No.: 2024-0110	PR Date: 03/06/2024	

CONTRACTOR/SUPPLIER **ACP INTERIOR DECORATION SERVICES**

ADDRESS **1354 L Apolinario Street, Makati City**

MODE OF PROCUREMENT **Small Value Procurement**

DELIVERY TERM

PAYMENT TERM

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
REPAIR AND REPLACEMENT OF LAMINATED FLOORING AT THE CITEM OFFICE Location: Office of the Deputy Executive Director Approximate area: 46sqm Scope of Work 1. Supply and install Laminated Flooring (Design and Color for approval before installation) 2. Supply and installation of base boards, including leveling and gapping materials for all the above areas. 3. Contractor to submit Laminated Floor Samples. 4. Contractor may conduct actual measurement of the area. 5. Delivery and installation to be done on weekend/holiday or to be advised.	46sqm	Php2,210.00/sqm	Php101,660.00

TOTAL AMOUNT IN WORDS: **One Hundred One Thousand Six Hundred Sixty Pesos** **Php 101,660.00**

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 Job Order upon delivery.

Very truly yours,

BUR No. ABE-24040377

Recommended by:

ATTY. ANNA GRACE I. MARPURI

DATE April 12, 2024

REYNALDO R. GONZALES
OIC-DC, Gen Services Division

CONFORME:

AMOUNT Php101,660.00

Approved by:

Anro James Cabacang

Funds Available:
MALERNA C. BUYAO
 Chief, Controllership Division

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

Name & Signature of Contractor/Supplier

Date