

JOB ORDER

CITEM.STR.FR.006



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
 Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue
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JO Number: 2024-0118	JO Date: 04/18/2024	PAGE
PR No.: 2024-0118	PR Date: 03/12/2024	

CONTRACTOR/SUPPLIER TOKEN AVENUE TRADING	DELIVERY TERM
ADDRESS 135 Malakas Street, Brgy Central Quezon City	PAYMENT TERM
MODE OF PROCUREMENT Small Value Procurement	PLACE OF DELIVERY
	DATE OF DELIVERY 23 April 2024

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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FABRICATION OF PLAQUES FOR KATHA AWARDS FINALISTS OF IFEX PHILIPPINES 2024	24 SET	Php7,878.00pc	Php189,072.00
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- I. IFEX 2024 KATHA FINALIST PLAQUE COMPONENTS:**
- A. Frame
20cm x 30cm SOLID WOOD frame and backing (approx. 2cm thick solid wood) w/ approved matte varnish/ stain
 - B. Accent Panel
10 cm x 23cm clear acrylic (approx. 5mm thick) with synthetic solihya matting (light brown color) cut to size
 - C. Graphics Panel
10cm x 20cm stainless brushed steel, approx. 3mm thick. with logo engraving and text printing (2 color) with matte coating
 - D. Accessories
saw tooth hanger, spacers (see details)

- SCOPE OF WORK**
1. The contractor shall deliver the items listed above on the specified materials and specifications.
 2. The contractor shall provide proofs and swatches prior to final fabrication for approval unless waived by an EDD representative but to guarantee the best output
 3. The contractor shall ensure the durability and quality of the items.
 4. The contractor must deliver the items on 23 April 2024.
 5. All above item/s is/are the property of CITEM after the event unless indicated as rental or otherwise.
 6. Delay of delivery or installation will call for deduction of 10% of contract price.

TOTAL AMOUNT IN WORDS: ONE HUNDRED EIGHTY-NINE THOUSAND AND SEVENTY-TWO PESOS	Php 189,072.00
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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:

BUR No. IP-CON P 2024 0418
 DATE APRIL 23, 2024
 AMOUNT Php189,072.00
 Recommended by:

Dona D. Tuano
 Name & Signature of Contractor/Supplier
 April 23, 2024
 Date

Funds Available:

MALERNA C. BUYAO
 Chief, Controllorship Division

Approved by:

NORMAN D. BAGULBAGUL
 OIC-DM, CCSD