



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
 Golden Shell Pavillion, 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: 2021-0137	JO Date: 03/15/2022	PAGE 1/2
PR No.: 2021-0319	PR Date: 12/09/2021	

CONTRACTOR/SUPPLIER ELITE WORLDGROUP SERVICES INC.	DELIVERY TERM
ADDRESS 11th Floor Cyberone Bldg., Eastwood Cyberpark, Libis, Quezon City	PAYMENT TERM
MODE OF PROCUREMENT SMALL VALUE PROCUREMENT	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
TRANSLATION AND LOCALIZATION SERVICES FOR FAME+ BUYER CAMPAIGN SCOPE OF WORK Translation and Interpretation Service a. Translate content from any of the priority languages of FAME+ with a maximum total word count of 65,000. The priority languages are as follows: A. Japanese B. Chinese C. French D. Russian E. Korean F. Bahasa G. Thai H. German I. Italian J. Spanish K. Arabic b. Formatting and Editing – undertake necessary edits or revisions to the translated contents, as deemed necessary by the project team. c. Account Management – assign a specific personnel/project manager who shall be the point person to attend all CITEM-related content/concerns. d. Certification – submit a Certificate of True Translation for every material or document being translated			not to exceed Php500,000.00

TOTAL AMOUNT IN WORDS:	Php
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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 Rejected deliveries are to be withdrawn and/or replaced immediately.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:

James Tolentino
 Name & Signature of Contractor/Supplier
 03/24/2022
 Date

BUR No. **MFO-22-21121032**

DATE **12/21/2021**

AMOUNT **Php500,000.00**

Funds Available:
MALERNA C. BUYAO
 Chief, Controllership Division

Recommended by:
ANNA MARIE D. ALZONA
 Chief TIDS, OTF-OG1

Approved by:
PAULINA SUACO-JUAN
 Executive Director



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<p>TRANSLATION AND LOCALIZATION SERVICES FOR FAME+ BUYER CAMPAIGN</p> <p>TIMELINE</p> <p>The period of engagement shall commence from the Notice of Award and will be in effect until 31 December 2022, or until the word count and interpretation services balance indicated in the scope of work is fully consumed by CITEM, whichever comes first.</p> <p>BUDGET AND PAYMENT TERMS</p> <p>The total contract price of this contract is not to exceed PhP 500,000.00 (inclusive of all applicable taxes), to be sourced from Manila FAME/ FAME+ 2021 Funds. This shall be paid based on actual consumption in several tranches within 30 days upon submission of billing/statement of account every three months until the required count of 65,000 words are consumed or until the end of contract on 31 December 2022, whichever comes first.</p>			

TOTAL AMOUNT IN WORDS:	not to exceed Five Hundred Thousand Pesos	Php 500,000.00
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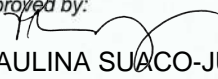
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