

# PURCHASE ORDER

CITEM.STR.FR.007



**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



PO Number: 22-0007	PO Date: 02/09/2022	PAGE
PR No.: 2022-0038	PR Date: 02/09/2022	

CONTRACTOR/SUPPLIER <u>SINGAPORE AIRLINE</u>	DELIVERY TERM
ADDRESS	PAYMENT TERM <u>cash payment</u>
MODE OF PROCUREMENT <u>Direct Retail Purchase</u>	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
ONE WAY AIR TICKET for Ms. Queenie Cristalle P. Bernardo Manila to Dubai  February 10, 2022, ETD - 1840pm - 2215pm			Php31,397.60 or US\$603.80

TOTAL AMOUNT IN WORDS: Thirty One Thousand Three Hundred Ninety Seven Pesos and 60 Centavos or US Dollar Six Hundred Three and 80 Centavos **Php 31,397.60 or US\$603.80**

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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

Very truly yours,  
  
**ATTY. ANNA GRACE I. MARPURI**  
 OIC-DM, Corporate Services Dept.  
 CONFORME: 

BUR No. GF-22020110  
 DATE 02/14/2022  
 AMOUNT Php31,397.60 or US\$603.80

Recommended by:  
  
 Approved by   
**ROWENA D. MENDOZA**  
 OIC-DM, Operations Group 2

Name & Signature of Contractor/Supplier  
 Date

Funds Available  
  
**MALERNA C. BUYAO**  
 Chief, Controllership Division