

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: 2023-0072	JO Date: 05/08/2023	PAGE
PR No.: 2023-0132-R1	PR Date: 04/20/2023	

CONTRACTOR/SUPPLIER: CRAYON SOFTWARE EXPERTS PHILIPPINES INC.	DELIVERY TERM: 10-15 days
ADDRESS: 11F Net One Center Building 26th corner 3rd streets, Taguig, 1634 Metro Manila	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
Business Online Video Communication Subscription Specifications: - 9 host meetings for 100 attendees - 1 large meeting for 500 attendees - with team chat, whiteboard and at least 5GB cloud recording storage per license - Subscription period : 19 May 2023 - 18 May 2024			Php83,011.22

TOTAL AMOUNT IN WORDS: Eighty Three Thousand Eleven Pesos and 22 Centavos	Php 83,011.22
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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 Rejected deliveries are to be withdrawn and/or replaced immediately.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:

DEONES L. DEL MUNDO
 Name & Signature of Contractor/Supplier
 MAY 17, 2023
 Date

BUR No. **ISP-23050514**
 DATE **MAY 10, 2023**
 AMOUNT **Php83,011.22**

Funds Available:

MALERNA C. BUYAO
 Chief, Controllership Division

Recommended by:

CLODUALDO D. EVIO
 Chief, SMD Division

Approved by:

ATTY. ANNA GRACE I. MARPURI
 OIC-CS Department