

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
 info@citem.com.ph www.citem.com.ph



JO Number:
2020-0151

JO Date:
02/16/2021

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PR No.:
2020P-0432

PR Date:
12/28/2020

CONTRACTOR/SUPPLIER NURNBERG MESSE (EXPOFAIRS
 ADDRESS MANAGEMENT CORP, Nuremberg,
Germany
 MODE OF PROCUREMENT Overseas 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 |
|---|----------|-------------|-------------|
| Purchase of Packages for the ONLINE PLATFORM for BIOFACH 2021 STANDARD PACKAGE Digital Exhibitor Packages (Standard Package) COMPANY PROFILE Your company - Company Profile including company description, company logo, teaser image, contact information, links (social media, website) - Possibility of continuous updating of the profile - Document gallery: Integration of 3 PDF documents - Media gallery: inclusion of 1 video and 10 images - Assignment of employees to your company profile as contact persons - 10 exhibitor passes (each additional exhibitor pass is charged with 10 -EUR*) Your products/services - Inclusion of 10 products (each product profile contains 1 image, 1 video and 1 document) NETWORKING Digital Matchmaking - Access to digital matchmaking with the participants of the event Efficient customer management - Integrated chat and possibility to arrange 1:1 video meetings with participants and exhibitors - Online appointment scheduling - Live video call feature | 1 | EUR2,350.00 | EUR2,350.00 |

TOTAL AMOUNT IN WORDS: _____ Php

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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,
JAIME ANTONIO S. SANDOVAL
 Chief STREDO/Procurement Division
 CONFORME:
KAREN ARIVE-ADECER
 Name & Signature of Contractor/Supplier

 Date

BUR No. BIO21-20121022
 DATE 02/02/2021
 AMOUNT EUR7,100.00 ~~Php 410,340.00~~ Php 426,000.00

MALERNA C. BUYAO
 Chief, Controllership Division

Recommended by
ROWENA D. MENDOZA
 OIC-DM, Operations Group 2
 Approved by:
MA. LOURDES D. MEDIRAN
 Deputy Executive Director

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CONTRACTOR/SUPPLIER NURNBERG MESSE (EXPOFAIRS
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Germany
 MODE OF PROCUREMENT Overseas Procurement

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| DESCRIPTION | QTY/UNIT | UNIT PRICE | AMOUNT |
|---|----------|-----------------|-------------|
| Purchase of Packages for the ONLINE PLATFORM for BIOFACH 2021 cont: - Leadlist - standard version: list of all your generated contracts (sent after the event; document with GDPR compliant leads) Participation in the congress - Knowledge transfer and enhancement of competence around sector relevant topics MARKETING SERVICES Invitation management - 20 e-codes (digital voucher codes) - each additional e-code redeemed will be charged to the exhibitor at 10-EUR* BASIC PACKAGE Digital Exhibitor Package Your company - Company Profile including company description, company logo, teaser image, contact information, links (social media, website) - Possibility of continuous updating of the profile - Document gallery: Integration of 1 PDF document - Assignment of employees to your company profile as contact persons - 5 exhibitor passes (each additional exhibitor pass is charged with 10 - EUR* Your products/services - Inclusion of 1 product (the product profile contains 1 image, 1 video and 1 document) | 5 | EUR 950.00/each | EUR4,750.00 |

TOTAL AMOUNT IN WORDS: _____ Php

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Very truly yours,

 JAIME ANTONIO S. SANDOVAL
 Chief, STREDO/Procurement Division
 CONFORME:
 KAREN ARIVE-ADECER
 Name & Signature of Contractor/Supplier
 02/17/2021
 Date

BUR No. BIO21-20121022
 DATE 02/02/2021
 AMOUNT Php 410,340.05 or
EUR7,100.00 Php 426,000.00
 Funds Available:
 MALERNA C. BUYAO
 Chief, Controllership Division

Recommended by
 ROWENA D. MENDOZA
 OIC-DM, Operations Group 2
 Approved by:
 MA. LOURDES D. MEDIRAN
 Deputy Executive Director

JOB ORDER

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| DESCRIPTION | QTY/UNIT | UNIT PRICE | AMOUNT |
|--|----------|------------|--------|
| Purchase of Packages for the ONLINE PLATFORM for BIOFACH 2021 cont. Digital matchmaking - Access to digital matchmaking with the participants of the event Efficient customer management - Integrated chat and possibility to arrange 1:1 video meetings with participants and exhibitors - Online appointment scheduling - Live video call feature Participation in the congress - Knowledge transfer and enhancement of competence around sector relevant topics MARKETING SERVICES Invitation management - 10 e-codes (digital voucher codes) - each additional e-code redeemed will be charged to the exhibitor at 10 -EUR* * all prices are subject to statutory VAT Engagement Period : 17 - 24 February 2021 | | | |

TOTAL AMOUNT IN WORDS: Four Hundred Ten Thousand Three Hundred Forty Pesos and 95/100 cent. Php 410,340.95 or EUR7,100.00

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% of 1710 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,
 JAIME ANTONIO S. SANDOVAL
 Chief, STREDO/Procurement Division
 CONFORME:
 KAREN ARIVE-ADECERA
 Name & Signature of Contractor/Supplier
 02/17/2021
 Date

BUR No. BIO21-2012022
 DATE 02/02/2020
 AMOUNT ~~Php 410,340.95~~ or EUR7,100.00
 Funds Available:
 MALERNA C. BUYAO
 Chief, Controllership Div.

Recommended by:
 ROWENA D. MENDOZA
 OIC-DM, Operations Group 2
 Approved by:
 MA. LOURDES D. MEDIRAN
 Deputy Executive Director

BUDGET UTILIZATION REQUEST AND STATUS

CITEM

Entity Name

Serial No.: BIO21-20121022

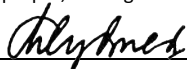
Date: 02/02/2021

Fund: CITEM 2020 Savings S

| | |
|---------|--|
| Payee | |
| Office | |
| Address | |

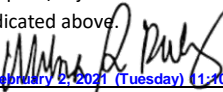
| Responsibility Center | Particulars | Project | Object Code/ Expenditures | Amount |
|-----------------------|--|--------------|----------------------------------|----------------|
| BIO21-S | Purchase of the packages for the online platform re Biofach 2021 | BIOFACH 2021 | CITEM 2020 Savings 786 | |
| | Total | | | PhP 426,000.00 |

A. Certified: Charges to budget necessary, lawful, and under my direct supervision; and supporting documents valid, proper, and legal.

Signature: 
 Printed Name: MARIA LOURDES D. MEDIRAN
 Position: DEPUTY EXECUTIVE DIRECTOR
 Head, Requesting Unit/Authorized Representative

Date: _____

B. Certified: Budget available and utilized for the purpose/adjustment necessary as indicated above.

Signature: 
 Printed Name: WILMA G. DULAY
 Position: CHIEF, BUDGET & CASH DIVISION
 Head, Budget Unit/Authorized Representative

Date: _____

| C. STATUS OF UTILIZATION | | | | | | | |
|--------------------------|-------------------------|------------------|-----------------|-------------|-------------|-------------------|---------------|
| Reference | | | Amount | | | | |
| Date | Particulars | BURS/JEV/RCI No. | Utilization (a) | Payable (b) | Payment (c) | Balances | |
| | | | | | | Utilization (a-b) | Payable (b-c) |
| 02/02/2021 | Online Platform Package | BIO21-20121022 | 426,000.00 | | | | |