

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: 2020-0152	JO Date: 02/19/2021	PAGE
		PR No.: 2020-P-0428	PR Date: 12/14/2020	

CONTRACTOR/SUPPLIER <u>The Hostess Agency</u> ADDRESS <u>(CHRISTOPHE PAQUIS)</u> <u>I Rise Tower, Office 10c5 Tecom</u> <u>Dubai, United Arab Emirates</u> MODE OF PROCUREMENT <u>OVERSEAS PROCUREMENT</u>	DELIVERY TERM _____ PAYMENT TERM _____ PLACE OF DELIVERY _____ DATE OF DELIVERY _____
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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
HIRING OF ONSITE STAND ASSISTANT FOR THE PHILIPPINE PARTICIPATION IN GULFOOD 2021 Hiring Date : 21 - 25 February 2021 Scope of Work: 1. Provide assistance to on-site officers. 2. Provide assistance to buyers in the use of virtual pods. 3. Encourage buyers/exhibitors to visit the Philippine booth. 4. Coordinate with contractor's stand-by computer technician, any technical problem that needs trouble shooting. Period of Engagement : 21 - 25 February 2021	1 pax		USD 1,200.00 OR PHP 57,626.40

TOTAL AMOUNT IN WORDS:	ONE THOUSAND TWO HUNDRED US DOLLARS OR FIFTY-SEVEN THOUSAND SIX HUNDRED TWENTYSIX PESOS AND FORTY CENTAVOS	PhpUSD 1,200.00 OR PHP 57,626.40
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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 Rejected deliveries are to be withdrawn and/or replaced immediately.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,

JAIME ANTONIO S. SANDOVAL
Chief, STREDO & Procurement Division

CONFORME:

Cristie Arancana
Name & Signature of Contractor/Supplier

Date

BUR No. GF21-20121002

DATE 02/01/2021

AMOUNT Php57,626.40 or US\$1,200.00

Funds Available
Malerna C. Buyao
MALERNA C. BUYAO
Chief, Controllership Division

Recommended by:

Eva Marie C. Mariquina
EVA MARIE C. MARIQUINA
OIC-DC, OTF Division

Approved by:

Romena D. Mendoza
ROMENA D. MENDOZA
OIC-Operations Group 2

