

# 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:  
2021-0030

JO Date:  
04/22/2021

PAGE

PR No.:  
2021-0072

PR Date:  
04/05/2021

CONTRACTOR/SUPPLIER ZOOM

ADDRESS .....

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
<b>BUSINESS ONLINE VIDEO COMMUNICATION SUBSCRIPTION RENEWAL</b>  Inclusions: • Seven (7) Host Meetings (Pro) • Two (2) Video Webinar (100 participants) • One (1) Year Subscription  Renewal Date: 18 May 2021  BSP Exchange Rate as of 13 April 2021: USD 1.00 = Php 48.5640			USD 1,849.30 OR PHP 89,809.41

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TOTAL AMOUNT IN WORDS ONE THOUSAND EIGHT HUNDRED FORTY-NINE US DOLLARS AND THIRTY CENTS OR PHp PHP 89,809.41  
 OR EIGHTY NINE THOUSAND EIGHT HUNDRED NINE PESOS AND FORTY-ONE CENTAVOS

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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

BUR No. ISP-21040292

DATE 04/30/2021

AMOUNT Php89,809.41 or US\$1,849.30

Recommended by:  
  
**CLODUALDO D. EVIO**  
 OIC, SMD Division

CONFORME:   
 \_\_\_\_\_  
 Name & Signature of Contractor/Supplier  
 \_\_\_\_\_  
 Date

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

Approved by:  
  
**ATTY. ANNA GRACE I. MARPURI**  
 OIC-DM, Corporate Services Dept.