

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



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| JO Number: 2021-0113 | JO Date: 11/04/2021 | PAGE |
| PR No.: 2021-0269 | PR Date: 10/13/2021 | |

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| CONTRACTOR/SUPPLIER SHANGHAI SHINING EXPO SERVICE CO LTD. | DELIVERY TERM |
| ADDRESS Room 2504-2505, No. 738, Shangcheng Road, Pudong New District, Shanghai | PAYMENT TERM |
| MODE OF PROCUREMENT OVERSEAS 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).


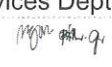
| DESCRIPTION | QTY/UNIT | UNIT PRICE | AMOUNT |
|--|----------|------------|--|
| HIRING OF SERVICE PROVIDER FOR THE MANPOWER SERVICES ON THE OPENING CEREMONY OF CHINA INTERNATIONAL IMPORT EXPO (CIIE) 2021 MANPOWER REQUIREMENTS A. Visual Merchandisers – 2 pax (November 04 – 05, 2021) - Curate the products based on the requirement of the client and provide assistance to the on-site officers as needed. - Provisions of Visual Merchandiser Props B. Photographer – 1 pax (November 04 – 06, 2021) 1. To take photos of no less than 200 images consisting of the following: a. Action shots during the Ceremonial Opening b. Group Photos (such as VIPs, VIPs + PH delegation, PH delegation only etc) c. Action shots of exhibitor-buyer interactions d. Pavilion shots (with and without people) e. Booth and product shots of the exhibitors f. Action shots of the VIPs g. Other shots required by the onsite project coordinator 2. To submit the raw files of the photos on the day of the shoot. In a flash drive or cloud drive, whichever is applicable. C. Cleaners/Helpers/Janitors/Sanitizer – 2 pax (Nov. 03 – 10, 2021) a. Provide manpower assistance to the onsite officers. (e.q. carry items, unpack, etc) as needed b. Every start and end of the show. c. Provide manpower assistance to the onsite officers. | | | CNY9,500.00 OR A TOTAL OF PHP75,480.35 |
| | | | CNY9,500.00 OR Php 75,480.35 |



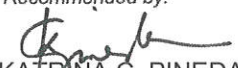
TOTAL AMOUNT IN WORDS: **NINE THOUSAND FIVE HUNDRED CHINESE YUAN OR A TOTAL OF SEVENTY-FIVE THOUSAND FOUR HUNDRED EIGHTY AND 35/100 PESOS** **Php 75,480.35**

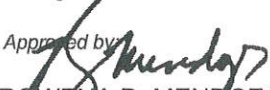
This order is placed subject to the following terms and conditions:


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, Corporate Services Dept.
 CONFORME: 

BUR No. **CIIE21-20120980**
 DATE **01/29/2021**
 AMOUNT **Php75,480.35**

Recommended by:

KATRINA C. PINEDA
 Chief, TIDS

Approved by:

ROWENA D. MENDOZA
 OIC-Operations Group 2

Name & Signature of Contractor/Supplier: 
MALERNA C. BUYAO
 Chief, Controllership Division

Date: _____