

PURCHASE ORDER

CITEM.STR.FR.007



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



PO Number: 24-0130	PO Date: 04/11/2024	PAGE
PR No.: 2024-0130	PR Date: 03/14/2024	

CONTRACTOR/SUPPLIER TRIPLEX ENTERPRISES INC. ADDRESS 2255 Don Chino Roces Avenue, Pio Del Pilar, Makati City MODE OF PROCUREMENT SHOPPING	DELIVERY TERM PAYMENT TERM PLACE OF DELIVERY DATE OF DELIVERY 1 week upon receipt of PO
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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
Copy Paper, A4size 80GSM	250 reams	Php198.25/rm	Php49,562.50
Copy Paper, Legal size 80GSM	83 reams	Php224.55/rm	Php18,637.65
Total			Php68,200.15

129

TOTAL AMOUNT IN WORDS: Sixty Eight Thousand Two Hundred Fifteen Centavos Php **68,200.15**

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 Purchase Order upon delivery.

Very truly yours,

ATTY. ANNA GRACE I. MARPURI
 OIC-DM, CS Department

CONFORME:

EVANGELINE C. TAN

Name & Signature of Contractor/Supplier

4-17-2024
Date

BUR No. **ADP-24040378**

DATE **April 12, 2024**

AMOUNT **Php68,200.15**

Funds Available:

MALERNA C. BUYAO
 Chief, Controllership Division

Recommended by:

REYNALDO R. GONZALES
 OIC-DC, GEN. SERVICES DIV.

Approved by:

ATTY. ANNA GRACE I. MARPURI
 OIC-DM, CS Department