

# 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: <b>22-0045</b>	PO Date: <b>06/13/2022</b>	PAGE
PR No.: <b>2022-0108</b>	PR Date: <b>04/19/2022</b>	

CONTRACTOR/SUPPLIER <b>THE SUPERFOOD GROCER PHILIPPINES INC.</b>	DELIVERY TERM
ADDRESS	PAYMENT TERM
MODE OF PROCUREMENT <b>DIRECT CONTRACTING</b>	PLACE OF DELIVERY
	DATE OF DELIVERY <b>30 days upon receipt of the signed PO</b>

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
Php500.00 worth of Digital Gift Cards / Certificates	25 pcs	Php500.00/pc	Php12,500.00
Specifications: Digital gift cards/certificates to an online shop/website offering plant-based alternatives/products  *Inclusive of taxes and other charges			

TOTAL AMOUNT IN WORDS: <b>Twelve Thousand Five Hundred Pesos</b>	<b>Php 12,500.00</b>
--	----------------------

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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:  
**Ralph Go**

BUR No. **IFEX-22040604**  
 DATE **06/06/2022**  
 AMOUNT **Php12,500.00**

Recommended by:  
 Approved by:  
**ROWENA D. MENDOZA**  
 OIC-DM, Operations Group 2

Funds Available:  
**MALERNA O. BUYAO**  
 Chief, Controllership Division

Name & Signature of Contractor/Supplier  
**June 21 2022**  
 Date