



**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: <b>2022-0052</b>	JO Date: <b>06/17/2022</b>	PAGE
PR No.: <b>2022-0137</b>	PR Date: <b>06/03/2022</b>	

**CONTRACTOR/SUPPLIER** **FRANC & MARCEL GRAPHICS AND CONSTRUCT CORPORATION**  
**ADDRESS** **#208 A. Mabini St., Brgy. NBBS, Maypajo, Caloocan City**  
**MODE OF PROCUREMENT** **Small Value 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
Supply, Installation, Dismantling and Hauling of Built-Up Display Structure for IFEX Market Testing			PHP 109,698.00
I. MOBILIZATION, INSTALLATION, HAULING AND DELIVERY	1 lot		
II. BUILT-UP STRUCTURE	1 lot		
a. 1.80m x 0.60m x 2.35m H Built-up Display Structure in particle board in 50mm thickness with approved laminate finish in PVC matching edging, mechanism, heavy duty caster wheel, with lock and key and supply and installation of rental TV with USB port, other accessories see attached details (Purchase)			
III. GRAPHICS			
a. Sticker cut-out (see attached details) Purchase	1.5sqm		
b. Foam board with printable sticker signage (see attached details) Purchase	1.0 sqm		
c. A4 size foam boards (see attached details) Purchase	6 units		
d. Tarpaulin Printing with framing Purchase	8 units		
IV. ELECTRICAL			
a. 2 gang convenience outlet Purchase	3 units		
b. PMN LED Strip light Eye Protection (with EU plug) 220V AC Waterproof Daylight 1m Purchase	16 units		
c. Wiring and conduits	1 lot		

**SCOPE OF WORK:**

- The contractor shall Supply, Install, Dismantle and Haul the items listed above on the specified materials and specifications.
- The contractor shall provide proofs and swatches prior to final fabrication for approval unless waived by an EDD representative but to guarantee the best output.
- The contractor shall ensure the durability and quality of the items
- The contractor shall install the items properly and in good condition (without smudge, dirt, and stains and the like) on 18 June 2022 at 8am and egress on 27 June 2022 at 7pm.
- The contractor shall complete installation of the items at exactly 12mn on June 19, 2022 at Glorietta Activity Center, Makati
- All above item/s/are the property of CITEM after the event unless indicated as rental

**TOTAL AMOUNT IN WORDS: ONE HUNDRED NINE THOUSAND SIX HUNDRED NINETY EIGHT PESOS** **Php 109,698.00**

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, CS Department

CONFORME:

Name & Signature of Contractor/Supplier

Date

BUR No. **IFEX-22060463**

DATE **06/20/2022**

AMOUNT **Php109,698.00**

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

Recommended by:

Approved by:

**NORMAN BAGULBAGUL**  
 OIC-DM, CCSD