



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: 2024-0158	JO Date: 05/03/2024	PAGE 2/2
PR No.: 2024-0158	PR Date: 04/04/2024	

CONTRACTOR/SUPPLIER MSD GODSPEED EXHIBITS CORPORATION ADDRESS: 324 Navy Road, Veterans Village, Q.C. MODE OF PROCUREMENT: Small Value Procurement	DELIVERY TERM PAYMENT TERM PLACE OF DELIVERY DATE OF DELIVERY
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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
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MOBILIZATION, INSTALLATION, HAULING, AND DELIVERY OF SSX PAVILION IN IFEX PHILIPPINES 2024

Scope of Work:

- The contractor shall 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, stains and the like) starting on ingress of 07 to 09 May 2024 and egress on 12 May 2024, 07:00PM – 12:00 midnight.
- The contractor shall complete installation of the requirements on 09 May 2024, 02:00PM.
- Contractors should be at least five (5) years in the business and must have a Very Satisfactory (VS) rating if contractor was previously hired by CITEM.
(Please provide company profile and list of projects for the past three (3) years.)
- All above item/s is/are the property of CITEM after the event unless indicated as rental or otherwise. Items shall be delivered to the CITEM office and shall be received by the General Services Division (GSD).
- Delay of delivery or installation will call for deduction of 10% of contract price.

TOTAL AMOUNT IN WORDS: Three Hundred Fifty Thousand Pesos **Php 350,000.00**

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 _____ 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:

Wendore Campos
 Name & Signature of Contractor/Supplier

Date

BUR No. **IFEX - 24050492**

DATE **14 May 06, 2024**

AMOUNT **Php350,000.00**

Funds Available:
MALERNA C. BUAYO
 Chief, Controllership Division

Recommended by:

[Signature]
NORMAN D. BAGULBAGUL
 OIC-DM, CCSD

Approved by:

[Signature]
MA. LOURDES D. MEDIRAN
 Deputy Executive Director

JOB ORDER

CITEM.STR.FR.006



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CONTRACTOR/SUPPLIER MSD GODSPEED EXHIBITS CORPORATION
ADDRESS 324 Navy Road, Veterans Village, Q.C.
MODE OF PROCUREMENT Small Value Procurement

DELIVERY TERM
PAYMENT TERM
PLACE OF DELIVERY
DATE OF DELIVERY

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
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MOBILIZATION, INSTALLATION, HAULING, AND DELIVERY OF SSX PAVILION IN IFEX PHILIPPINES 2024 **Php350,000.00**

QTY	UNIT	DESCRIPTION/SPECIFICATION	UNIT PRICE	AMOUNT
1	Lot	MOBILIZATION, INSTALLATION, HAULING, AND DELIVERY OF SSX PAVILION IN IFEX PHILIPPINES 2024	Php25,000.00	Php25,000.00
1	Lot	II. BUILT-UP STRUCTURE a. Built-up Structure A – In 3/4 thk plywood wall covering with inner framing in approved finish. Storage with door access and natural plant covering with 2x2 wire mesh for plant attachment (see technical drawings for specifications) (Rental)	Php46,450.00	Php46,450.00
1	Lot	b. Built-up Structure B – In 2" x2" square tubular metal structure with wooden support. Overhead structure in natural plant covering with 2x2 wire mesh for plant attachment and storage with door access (see technical drawings for specifications) (Rental)	Php46,450.00	Php46,450.00
3	Units	III. RECEPTION COUNTER a. Reception counter in 3/4" thk plywood in approved paint finish (Rental)	Php5,000.00	Php15,000.00
4	Units	b. Barstool in white finish and metal base (Rental)	Php2,500.00	Php10,000.00
8	Units	IV. AMENITIES a. 0.60m diameter round table in approved finish (Rental)	Php4,000.00	Php32,000.00
32	Units	b. Chair in white finish and metal base (Rental)	Php2,000.00	Php64,000.00
3	Units	c. 32" Smart TV with USB port with accessories for hanging provisions (Purchase)	Php7,500.00	Php22,500.00
10	Sqm	V. GRAPHICS a. Cut-out letters on sintra board (Purchase)	Php1,937.50	Php19,375.00
5	Sqm	b. Company name in sticker on foam board (Purchase)	Php1,125.00	Php5,625.00
10	Units	VI. ELECTRICAL a. 2-gang convenience outlet (Rental)	Php450.00	Php4,500.00
28	Units	b. 30 watts - Warm white - LED Spotlight (Rental)	Php450.00	Php12,600.00
2	Units	c. 10 watts - Fluorescent light for storage lighting (Rental)	Php750.00	Php1,500.00
80	Meters	d. 10 watts - Warm white - LED strip light (backlit for cut-out letters) (Rental)	Php250.00	Php20,000.00
1	Lot	e. Wirings and conduits	Php25,000.00	Php25,000.00
TOTAL				Php350,000.00

TOTAL AMOUNT IN WORDS: Three Hundred Fifty Thousand Pesos **Php 350,000.00**

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Very truly yours,
ATTY. ANNA GRACE T. MARPURI
 OIC-DM, CS Department

CONFORME:

 Name & Signature of Contractor/Supplier
 Date

BUR No. IFEX-24250492
 DATE May 04, 2024
 AMOUNT **Php350,000.00**

Fund Available:

MALERNA C. BUYAO
 Chief, Controllership Division

Recommended by:

NORMAN D. BAGUI-BAGUL
 OIC-DM, CCSD

Approved by:

MA. LOURDES D. MEDIRAN
 Deputy Executive Director