

JOB ORDER

CITEM STR.FR.008

 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) 831-1388, 832-3965 ✉ info@citem.com.ph @ www.citem.com.ph	JO Number: 2020-0024	JO Date: 11-Feb-2020	PAGE 1 of 3
	PR No. # 2020-0045	PR Date: 12/20/2019	

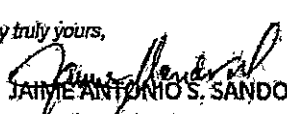
CONTRACTOR/SUPPLIER: CO-STUDIO ADVERTISING SERVICES, INC. ADDRESS: 221 Flordeliz cor. Guam Streets Brgy. La Paz, Makati City MODE OF PROCUREMENT: 0917 6250686 Small Value Procurement	DELIVERY TERM PAYMENT TERM: 30 days PLACE OF DELIVERY: CITEM DATE OF DELIVERY
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Please 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).

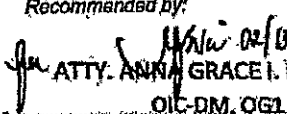
DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
HIRING OF CREATIVE DIRECTOR FOR MANILA FAME OCTOBER 2020 Creative Director Undertaking: 1. Conceptualize a creative/thematic direction and translation of branding concept for each of the 4 shows; 2. Guarantee the consistent translation and application of the creative/thematic direction and branding concept in all critical components of the 4 Manila FAME shows (e.g. printed collaterals, signages, digital marketing materials, event experience, special events, environmental graphics); 3. Weave the Manila FAME shows into a cohesive whole ensuring its consistency to the approved creative/thematic direction of the Manila FAME brand. 4. Portray the role of a Brand Ambassador. Headline promotion, PR activities and Networking. Attend the Media Preview Activity. Program of Activities: Submission of the creative/design brief of the critical components of the 4 Manila shows (e.g. printed collaterals, signages, digital marketing materials). Meetings: To ensure to weave the 4 Manila FAME Shows: Signature, Sourcing, NEO and Artisans x NTF into a collective whole consistent to the Manila FAME brand. - B.S. MF 2020			900,000.00

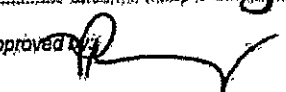
TOTAL AMOUNT IN WORDS: _____ Php


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.

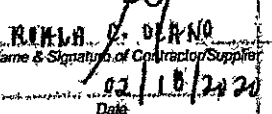
Very truly yours,

JAIME ANTONIO S. SANDOVAL
 Head, STREDO/Procurement
 CONFORME:

BUR No. M102-20202045
 DATE 2/11/2020
 AMOUNT ₱ 900,000.00

Recommended by:

ATTY. ANNA GRACE I. MARPUR
 OIC-DM, OG1-31

Approved by:

PAULINA SUACO-JUAN
 Executive Director

Funds Available:

MALERNA C. BUYAO
 DC, Controllership Div


REMY B. DELANO
 Name & Signature of Contractor/Supplier
02/18/2020
 Date

Handwritten initials

JOB ORDER

CITEM_STR.FR.008

 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: 2020-0024	JO Date: 11-Feb-2020	PAGE 2 of 3
	PR No.: 2020-0045	PR Date: 12/20/2019	






CONTRACTOR/SUPPLIER: CO STUDIO-ADVERTISING SERVICES, INC. ADDRESS: 221 Flordeliz cor. Guam Streets Brgy. La Paz, Makati City MODE OF PROCUREMENT: 0917 6250686 Small Value Procurement	DELIVERY TERM: PAYMENT TERM: 30 days PLACE OF DELIVERY: CITEM DATE OF DELIVERY:
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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
HIRING OF CREATIVE DIRECTOR FOR MANILA FAME OCTOBER 2020 Media Preview: Portray the role as brand ambassador. Ingress: Visit to the shows to ensure the consistent translation and application of the approved direction and branding to each show's components. Show Proper: Portray the role as brand ambassador. Evaluation: Assessment and next steps; Period of Engagement: The Creative Director will be engaged from the issuance of Award Notice to November 2020. B.S. MF 2020			

TOTAL AMOUNT IN WORDS: _____ Php

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Very truly yours,  JAMIE ANTONIO S. SANDOVAL Head, STREDO/Procurement CONFORME:	BUR No. <u>MF-2020245</u> DATE <u>2/14/2020</u> AMOUNT <u>₱ 100,000.00</u>	Recommended by:  ATTY. ANNA GRACE I. MARPURI OIC-DM, OG1
 Name & Signature of Contractor/Supplier 02 / 14 / 2020 Date	Funds Available:  MALERNA C. BUYAO DC, Controllership Div.	Approved by:  PAULINA S. JACOBO-JUAN Executive Director

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) 831-1369, 832-3965
 info@citem.com.ph www.citem.com.ph



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CONTRACTOR/SUPPLIER: GO STUDIO ADVERTISING SERVICES, INC.	DELIVERY TERM: _____
ADDRESS: 221 Flordeliz cor. Guam Streets Brgy. La Paz, Makati City 0917 6250686	PAYMENT TERM: 30 days
MODE OF PROCUREMENT: Small Value Procurement	PLACE OF DELIVERY: CITEM
	DATE OF DELIVERY: _____

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
<p>HIRING OF CREATIVE DIRECTOR FOR MANILA FAME OCTOBER 2020</p> <p>Mode of Payment: Payment shall be made in the following schedule: 50% - upon submission of the creative/design brief of the critical components of the 4 Manila FAME shows (e.g. special setting, printed collaterals, signages, digital marketing materials) for Manila FAME October 2020. Deliverables: Submission of creative brief for Manila FAME October 2020: Signature, Sourcing, NEO and Artisans x NTF. Submission: April 2020 40% - upon execution of the creative/design plan to the components of the Manila FAME October 2020 shows. Deliverables: Submission of accomplishment report with photos of the components of the Manila FAME October 2020 shows. Submission: October 2020 10% - upon submission of Manila FAME October 2020 post-event evaluation report. Deliverables: Submission of Manila FAME October 2020 post-event evaluation report. Submission: November 2020</p> <p>B.S. MF 2020</p>			

TOTAL AMOUNT IN WORDS: **NINE HUNDRED THOUSAND PESOS** Php **900,000.00**

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Very truly yours,

Jaimie Antonio S. Sandoval
JAIMIE ANTONIO S. SANDOVAL

Head, STREDD/Procurement

CONFORME:

Rivana C. Uland
 Name & Signature of Contractor/Supplier
02/19/2020
 Date

BUR. No. MFJ-2020245

DATE 2/19/2020

AMOUNT P 900,000.00

Funds Available:

Malena C. Buyao
MALENA C. BUYAO
 DC, Controllership Div

Recommended by:

Atty. Anna Grace I. Marpur
ATTY. ANNA GRACE I. MARPURI
 OIC-DM, OGI

Approved by:

Paulina Suaco Juan
PAULINA SUACO JUAN
 Executive Director