



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: 2021-0095	JO Date: 10/01/2021	PAGE 1/2
PR No.: 2021-0215	PR Date: 08/10/2021	

CONTRACTOR/SUPPLIER FASHION SNOOPS, INC.	DELIVERY TERM
ADDRESS 610 5th Avenue, #5297 New York, NY 10185	PAYMENT TERM
MODE OF PROCUREMENT OVERSEAS PROCUREMENT	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
<p>Hiring of an International Trend Forecasting Company for FAME+ October 2021</p> <p>SCOPE OF WORK AND DELIVERABLES</p> <p>CITEM shall engage the services of a seasoned and reputable International Trend Forecasting Company to provide a selection of pre-recorded trend forecast presentations in video webinar format. The webinars should contain trend forecasts on the home and fashion lifestyle sectors including, but not limited to, consumer behavior, color and design directions. The webinars should likewise be produced and owned by the International Trend Forecasting Company.</p> <p>The pre-recorded webinars should be available for re-broadcast by CITEM during the Manila FAME Sourcing Festival, a live event that will be held online in October 2021 via CITEM's digital platforms. The webinars should likewise be available for on-demand access to CITEM's stakeholders after the live event.</p> <p>International Trend Forecasting Company Undertaking</p> <ol style="list-style-type: none"> 1. Provide CITEM with a minimum of 5 hours worth of webinars on trend forecasts for the home and fashion lifestyle sectors, to be submitted online in HD-resolution video format; 2. Provide CITEM with the rights to unlimited re-broadcasts and unlimited access to the identified webinars on-demand via its digital platforms. 3. Provide CITEM with the necessary support should there be technical issues in accessing the webinars; 4. Allow CITEM to use content from the identified webinars in its promotional materials such as, but not limited to, articles and social media posts. <p>CITEM Undertaking</p> <ol style="list-style-type: none"> 1. Provide proper acknowledgement and credit to the International Trend Forecasting Company when re-broadcasting the webinars and using content from the said webinars in promotional materials 			<p>USD 15,000.00 OR PHP 752,280.00</p>

TOTAL AMOUNT IN WORDS:	Php
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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, Corporate Services Dept.

CONFORME: *Punsiraya H.*
PUNSIRAYA HIRUNKHOUDOM
 Regional Sales Manager
 Name & Signature of Contractor/Supplier

October 05, 2021
 Date

BUR No. **MFO-21100719**

DATE **October 01, 2021**

AMOUNT **Php752,280.00 or US\$15,000.00**

Funds Available:
MALERNA C. BUYAO
 Chief, Controllership Division

Recommended by:
Marjo F. Evio
MARJO F. EVIO
 Chief TIDS

Approved by:
Paulina Suaco-Juan
PAULINA SUACO-JUAN
 Executive Director



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HIRING OF AN INTERNATIONAL TREND FORECASTING COMPANY FOR FAME+ OCTOBER 2021

TIMELINE

DATES	MILESTONES
1st to 2nd Week Sept 2021	Procurement of International Trend Forecasting Company
3rd Week September 2021	Final lineup of webinars to be selected by CITEM Processing of 50% initial payment
3rd – 4th Week Sept 2021	Submission of pre-recorded webinars for CITEM Processing of 50% balance payment
13 – 19 October 2021	Uploading of videos on the FAME+ website for on-demand access
20 – 22 October 2021	Live re-broadcast of select webinars during FAME+ Sourcing Festival

BUDGET

Contracted Budget : USD 15,000.00 (PHP 765,000.00*), inclusive of tax

PAYMENT TERMS

Payment of the contracted amount, exclusive of taxes, shall be processed in two (2) tranches after submission of the following to CITEM:

- 50% - Upon submission of detailed outline and description of the content of the proposed webinars to CITEM
- 50% - Upon complete turnover of the high-resolution video files and links to CITEM

TOTAL AMOUNT IN WORDS:	FIFTEEN THOUSAND US DOLLARS OR SEVEN HUNDRED FIFTY-TWO THOUSAND TWO HUNDRED EIGHTY PESOS	US\$15,000.00 or Php 752,280.00
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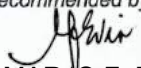

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PUNSIRAYA HIRUNKHUDOM
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