

Republic of the Philippines
Department of Trade and Industry
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

Solicitation No.: CITEM-2021-0131

REQUEST FOR QUOTATION
(NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT)

The Center for International Trade Expositions and Missions (CITEM) invites all interested parties to submit quotation for:

INTERNATIONAL COURIER SERVICE FOR “THE BEST OF MOM” EXHIBIT

(Please see attached Request for Quotation Form for more details.)

Approved Budget for the Contract	: PHP 200,000.00
Deadline of Submission of Eligibility Documents and Financial Bid	: 15 December 2021, 05:00PM
Opening of Eligibility Documents and Financial Bid	: 16 December 2021, 02:00PM

Conduct of *Opening of Bids* shall be held virtually thru Microsoft Teams or Zoom and shall be open to all prospective bidders. Link of the Opening of Bids may be requested through the BAC Secretariat at citembac@citem.com.ph.

The *Notice of Award* shall only be issued to the lowest calculated and responsive bidder who has complied with the following documentary requirements below, submitted in an enclosed, sealed and properly labeled envelope or compressed folder:

Eligibility Documents (1st Envelope / Compressed Folder)

1. Mayor’s Permit for the current year or for individuals, BIR Certificate of Registration

Expired Mayor’s permit with Official Receipt of renewal application shall be accepted as alternate document during community quarantine or similar restrictions declared, in accordance with GPPB Resolution 09-2020. However, a valid Business or Mayors permit must be submitted after award of contract but before payment.

2. Valid PhilGEPS Registration Number (evidenced by a certificate or screen shot)

PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor’s Permit and PhilGEPS Registration Number.

3. Notarized Omnibus Sworn Statement

Unnotarized Omnibus Sworn Statement subject to compliance therewith after award of contract before payment shall be accepted as alternate documentary requirement during community quarantine or similar restrictions declared, in accordance with GPPB Resolution 09-2020.

4. Notarized Special Power of Attorney, Notarized Secretary’s Certificate or Board/Partnership Resolution for partnership, corporation, cooperative, or joint venture, whichever is applicable

Unnotarized Special Power of Attorney or Unnotarized Secretary’s Certificate or Board/Partnership Resolution are likewise accepted in accordance with ARTA Advisory No. 01 series of 2020 on the Advisory for the Adoption of Fast-Track Measures during the COVID-19 State of Calamity.

Financial Bid (2nd Envelope / Compressed Folder)


- **Quotation using the attached Request for Quotation (RFQ) Form duly signed by the authorized representative.**

To encourage the sanctity of the bids, we highly encourage bidders submit these documents separately, on the above stated date and time, either on the following:

- a. Physical Submission at the CITEM Office, Golden Shell Pavilion, Roxas Blvd. cor. Gil Puyat Ave., Pasay City, or
- b. As highly encouraged, online submission to the BAC Secretariat through email at citembac@citem.com.ph. A password protection maybe inflicted in the compressed folders to ensure security of the documents. The password must be disclosed an hour before the date and time of the Opening of Eligibility Documents and Financial Bid as indicated above.

CITEM-BAC reserves the right to reject any or all bids disadvantageous to, waive any formality or accept such bids as may be considered advantageous to the government. Further, CITEM-BAC assumes no obligation whatsoever to compensate or indemnify the bidders for expenses or losses that may be incurred in participating in this bidding.

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. (02) 8-831-2201 local 309/294 or email at citembac@citem.com.ph.


ATTY. ANNA GRACE I. MARPURI
Chairman, Bids and Awards Committee



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Sen. Gil Puyat Avenue, Pasay City
Tel.: (632) 8-831-2201 local 309/294 E-mail: citembac@citem.com.ph

REQUEST FOR QUOTATION

- Shopping with ABC of Php 50,001 and above Small Value Procurement with ABC of Php 50,001 and above
 Lease of Real Property and Venue Others: _____

Date: 09 December 2021

Company Name: _____

RFQ No.: 2021-0131

Address: _____

Contact No.: _____

05:00PM

Gentlemen:

Please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office. It is requested that the quotation be sealed, signed, and stamped in an envelope or compressed folder and submitted to CITEM BAC / citembac@citem.com.ph.

Deadline of Submission of Eligibility Documents and Financial Bid: <u>15 December 2021</u>	Time: <u>05:00PM</u>
Schedule of Opening of Eligibility Documents and Financial Bid: <u>16 December 2021</u>	Time: <u>02:00PM</u> Venue: <u>ZOOM</u>

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
1	Lot	<p>INTERNATIONAL COURIER SERVICE FOR "THE BEST OF MOM"</p> <p>EXHIBIT</p> <p><i>(See attached CIPL for specifications)</i></p> <p>APPROVED BUDGET FOR THE CONTRACT: <u>PHP 200,000.00</u></p> <p>By Air – No Consolidation * Quezon City – Paris * Mandaluyong – Paris * Taguig – Paris</p> <p><u>Target Delivery to Destination:</u> Between 3 to 5 January 2022 Door to Door Delivery and Pick-up No Consolidation</p> <p><u>Point of Origins:</u></p> <p>1) That One Piece Enterprise 39 Judge Juan Luna St San Francisco del Monte Quezon City Rowena De Jesus : 0922.871.6852</p> <p>2) Shelmed Cottage Treasure 843 Balagtas St, corner Shaw Blvd, Mandaluyong, 1552 Metro Manila Med Villanueva: 09175213883</p> <p>3) Weavemanila, Inc. 84 M.L Quezon Street , Wawa Taguig City Metro Manila Ann Hernandez: 0917.532.8965 James Nolasco: 09273084920</p> <p><u>Recipient and Destination:</u> CLASQUIN FAIRS & EVENTS MOM Janvier 2022 Parc des expositions deParis Nord Villepinte Bâtiment M2 93420 VILLEPINTE</p> <p>ATTENTION TO: Salomé Bondon - 07.84.52.04.22 salome.bondon@clasquin.com</p>		

Terms and Conditions:

- 1) Delivery period: _____ working days upon acceptance of Purchase/Job Order.
- 2) Bid price must be **Inclusive of Value Added Tax**.
- 3) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by the Purchaser and Supplier.
- 4) Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.
- 5) Required documents, if any, must be submitted within 3 Days after receipt of notice.

The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government.


ATTY. ANNA GRACE I. MARPURI
BAC Chairman

TO: CITEM Bids and Awards Committee:

Per your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood, and shall conform with the terms and conditions of this requirement.

Date Submitted

Signature over printed name of the Authorized Company Representative

Designation: _____

Telephone No(s).: _____


Email: _____



COMMERCIAL INVOICE / PACKING LIST

CITEM.STR.TP.002
REV 3



Exhibitor/Shipper: THAT ONE PIECE ENTERPRISE 39 Judge Juan Luna St San Francisco del Monte Quezon city Rowena De Jesus : 0922.871.6852			Consignee: CLASQUIN Fairs&events MOM janvier 2022 Parc des expositions de Paris Nord Villepinte Bâtiment M2, 93420 VILLEPINTE Contact : Salomé BONDON 07.84.52.04.22 salome.bondon@clasquin.com						Disposition Plan: A: Re-export after exhibition B: Dispose / Consume C: Given Away D: Sell							
Master Box No.	Quantity	Description of Contents	Photo Per Item	Harmonized Code	Master Box Weight		Master Box Dimension in cm			CBM	Unit Price	Total Value	Status			
					Gross in kgs.	Net in kgs	L	W	H		FOB US\$	FOB US\$	A	B	C	D
1	1	HANGING LAMP item code: MACARONI CHANDELIER size of item: 29 x 45 x 65 cm		85392233000	3.5	2.5	30.5	46.5	66.5	0.0943	USD 150.00	USD 150.00		X		
TOTAL																

Note: Original copy to be submitted together with the goods.

The exhibitor certifies that the above goods are of Philippine origin and intended for display at the exhibition site. The exhibitor authorizes CITEM and their agent, in his name and behalf; to prepare any export documentation to sign and accept any documents relating to said shipment and forward this shipment in accordance with the conditions of carriage.

The exhibitor further agrees to pay Freight Forwarding / Courier Charges, Storage Fees, Customs Duties & Taxes and other incidental charges (if applicable) Fifteen (15) working days upon receipt of Statement of Accounts from Forwarder. The exhibitor certifies that it has counted, packed and sealed the goods and shall assume full liability for any misdeclaration / negligence, which could be ground for the exhibitors to be blacklisted from participating in any DTI/CITEM organized trade fairs and selling missions. The exhibitor assumes full responsibility for any illegal or prohibited items under the law of the Philippines and the country of destination.

By the Exhibitor:

Authorized Signature _____
Name ROWENA DE JESUS
Date DEC 1, 2021


By Project Manager:

Authorized Signature _____
Name WINDY P. ANONUEVO
Date _____

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. 1300 Pasay City, Philippines
Tel: 833-1256 Fax: 833-1284 Email: stredo@citem.com.ph



COMMERCIAL INVOICE / PACKING LIST


Exhibitor/Shipper: WEAVEMANILA INC. 88 ML Quezon Street, Brgy. Wawa, Taguig City 1636 +632.8952.5052 / +63 9175328965 inquiry@weavemanila.com				Consignee: CLASQUIN Fairs&events MOM janvier 2022 Parc des expositions deParis Nord Villepinte Bâtiment M2, 93420 VILLEPINTE Contact : Salomé BONDON 07.84.52.04.22 salome.bondon@clasquin.com						Disposition Plan: A: Re-export after exhibition B: Dispose / Consume C: Given Away D: Sell							
Master Box No.	Quantity	Description of Contents	Photo Per Item	Harmonized Code	Master Box Weight		Master Box Dimension in cm			CBM	Unit Price	Total Value	Status				
					Gross in kgs.	Net in kgs	L	W	H		FOB US\$	FOB US\$	A	B	C	D	
1	1	Artweave ZZ Runner Rug 100% Handwoven Abaca Rug Finished Product		57029900	8	8	68	13	13	0.0115	\$ 140.00	\$ 140.00				C. Given Away	
TOTAL																	

Note: Original copy to be submitted together with the goods.


The exhibitor certifies that the above goods are of Philippine origin and intended for display at the exhibition site. The exhibitor authorizes CITEM and their agent, in his name and behalf; to prepare any export documentation to sign and accept any documents relating to said shipment and forward this shipment in accordance with the conditions of carriage.

The exhibitor further agrees to pay Freight Forwarding / Courier Charges, Storage Fees, Customs Duties & Taxes and other incidental charges (if applicable) Fifteen (15) working days upon receipt of Statement of Accounts from Forwarder. The exhibitor certifies that it has counted, packed and sealed the goods and shall assume full liability for any misdeclaration / negligence, which could be ground for the exhibitors to be blacklisted from participating in any DTI/CITEM organized trade fairs and selling missions. The exhibitor assumes full responsibility for any illegal or prohibited items under the law of the Philippines and the country of destination.

By the Exhibitor:

Authorized Signature 
Name _____ JAMES NOLASCO
Date _____ 12/03/2021

By Project Manager:

Authorized Signature 
Name _____ WINDY P. ANONUEVO
Date _____


CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. 1300 Pasay City, Philippines
Tel: 833-1256 Fax: 833-1284 Email: stredo@citem.com.ph



COMMERCIAL INVOICE / PACKING LIST

CITEM.STR.TP.002
REV 3



Exhibitor/Shipper: Shelmed Cottage Treasure 843 Balagtas St, corner Shaw Blvd, Mandaluyong, 1552 Metro Manila Med Villanueva: 09175213883			Consignee: CLASQUIN Fairs&events MOM janvier 2022 Parc des expositions deParis Nord Villepinte Bâtiment M2, 93420 VILLEPINTE Contact : Salomé BONDON 07.84.52.04.22 salome.bondon@clasquin.com						Disposition Plan: A: Re-export after exhibition B: Dispose / Consume C: Given Away								
Master Box No.	Quantity	Description of Contents	Photo Per Item	Harmonized Code	Master Box Weight		Master Box Dimension in cm			CBM	Unit Price FOB US\$	Total Value FOB US\$	Status				
					Gross in kgs.	Net in kgs	L	W	H				A	B	C	D	
	1	abaca, rattan			1.33		170	70	35	0.4165	\$ 150	\$ 150				/	
	1	abaca, rattan			1.33		155	60	35	0.3255	\$ '150	\$ 150				/	
TOTAL																	

Note: Original copy to be submitted together with the goods.

The exhibitor certifies that the above goods are of Philippine origin and intended for display at the exhibition site. The exhibitor authorizes CITEM and their agent, in his name and behalf; to prepare any export documentation to sign and accept any documents relating to said shipment and forward this shipment in accordance with the conditions of carriage.

The exhibitor further agrees to pay Freight Forwarding / Courier Charges, Storage Fees, Customs Duties & Taxes and other incidental charges (if applicable) Fifteen (15) working days upon receipt of Statement of Accounts from Forwarder. The exhibitor certifies that it has counted, packed and sealed the goods and shall assume full liability for any misdeclaration / negligence, which could be ground for the exhibitors to be blacklisted from participating in any DTI/CITEM organized trade fairs and selling missions. The exhibitor assumes full responsibility for any illegal or prohibited items under the law of the Philippines and the country of destination.

By the Exhibitor:

Authorized Signature _____
Name _____
Date _____

By Project Manager:

Authorized Signature _____
Name _____ WINDY PEREZ ANONUEVO
Date _____

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. 1300 Pasay City, Philippines
Tel: 833-1256 Fax: 833-1284 Email: stredo@citem.com.ph