

# 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) 831-1368, 832-3965  
 ✉ info@citem.com.ph 🌐 www.citem.com.ph



JO Number:  
2024-0275-P2  
PR No.:  
2024-0275-P2

JO Date  
7/31/2024  
PR Date:  
7/31/2024

PAGE  
1 of 4

CONTRACTOR/SUPPLIER TINCHIAH ADVERTISING  
 ADDRESS Quezon City  
 MODE OF PROCUREMENT Small Value Procurement

DELIVERY TERM \_\_\_\_\_  
 PAYMENT TERM 30 days  
 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
PROJECT: CREATE PHILIPPINES 2024			
SUBJECT: CREATEPH 2024 SIGNAGE LEG 02 (Dapitan)			
I. MOBILIZATION / TRANSPORTATION COST	1 lot	45,000.00	45,000.00
II. PRINTING AND MATERIAL COST (Delivery Only)			
a. TABLETOPS (0.21 x 0.30m) Sticker on Sintraboard (Indoor)	6 pcs	43.47	260.82
b. DROP DOWN BANNER (3.00 x 2.00m) Tarpaulin Print on Matte Side (Indoor)	1 pc	648.00	648.00
c. ARROWS (1.00 x 1.00m) Sticker on Foamboard (Indoor)	1 pc	698.00	698.00
d. PODIUM (0.60 x 1.20m) Sticker on Foamboard (Indoor)	1 pc	502.56	502.56
III. PRINTING, DELIVERY, INSTALLATION, DISMANTLING AND 2-WAY HAULING			
a. REGISTRATION			
a.1 REGISTRATION GRAPHICS (6.60 x 2.10m) Tarpaulin Print on Matte Side (Indoor)	1 pc	2,979.90	2,979.90

TOTAL AMOUNT IN WORDS: \_\_\_\_\_ Php

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 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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 Purchase Order upon delivery.

Very truly yours,  
  
 ATTY. ANNA GRACE I. MARPURI  
 Acting Dept. Manager, CSD

BUR No. EMP-24080840  
 DATE MAY 07, 2024  
 AMOUNT ₱ 134,647.13

Recommended by:  
  
 NORMAN BAGUL BAGUL  
 Acting Dept. Manager, CCSD

CONFORME:  
  
 Name & Signature of Contractor/Supplier

Funds Available:  
  
 MALERNA C. BUYAO  
 Chief Controllorship

Approved by:  
  
 LEAH PULIDO OCAMPO  
 Executive Director

7/31/2024

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PR No.: 2024-0275-P2	PR Date: 7/31/2024	

CONTRACTOR/SUPPLIER <b>TINCHIYAH ADVERTISING</b>	DELIVERY TERM _____
ADDRESS <b>Quezon City</b>	PAYMENT TERM <b>30 days</b>
MODE OF PROCUREMENT <b>Two Failed Bidding</b>	PLACE OF DELIVERY _____
	DATE OF DELIVERY _____

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
a.2 REGISTRATION STRUCTURE (Linear Meter: 26.40m) 2" x 2" Linear Wood Full Framing Structure	1 pc	15,708.00	15,708.00
b. PHOTOWALL			
b.1 PHOTOWALL GRAPHICS (3.60 x 2.40m) Tarpaulin Print on Matte Side (Indoor)	1 pc	1,857.60	1,857.60
b.2 PHOTOWALL STRUCTURE (Linear Meter: 28.20m) 2" x 2" Linear Wood Full Framing Structure	1 pc	16,779.00	16,779.00
c. STAGE TOWER			
c.1 STAGE TOWER GRAPHICS (1.80 x 2.40m) Tarpaulin Print on Matte Side (Indoor)	2 pcs	928.80	1,857.60
c.2 STAGE TOWER STRUCTURE (Linear Meter: 15.60m) 2" x 2" Linear Wood Full Framing Structure	2 pcs	9,282.00	18,564.00

TOTAL AMOUNT IN WORDS: \_\_\_\_\_ Php

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Very truly yours,  
**ATTY. ANNA GRACE I. MARPURI**  
 Acting Dept. Manager, CSD

BUR No. Emp. 24080840  
 DATE Aug. 07, 2024  
 AMOUNT P 134,647.13

Recommended by:  
  
**NORMAN BAGULBAGUL**  
 Acting Dept. Manager, CCSD

CONFORME:  
  
 Name & Signature of Contractor/Supplier  
7/31/24  
 Date

Funds Available:  
  
**Malerna C. Buyas**  
 Chief Controllorship

Approved by:  
  
**LEAH PULIDO OCAMPO**  
 Executive Director

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PR No.: 2024-0275-P2	PR Date: 7/31/2024	

CONTRACTOR/SUPPLIER <u>TINCHIYAH ADVERTISING</u>	DELIVERY TERM .....
ADDRESS <u>Quezon City</u>	PAYMENT TERM .....
MODE OF PROCUREMENT <u>Two Failed Bidding</u>	PLACE OF DELIVERY .....
	DATE OF DELIVERY .....

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
d. SHAPES STANDEE (1.00 x 5.00m) Sticker on Sintraboard (Indoor)	1 pc	6,000.00	6,000.00
e. CPH CUBES (1.00 x 1.00m) Sticker on Sintraboard (Indoor)	6 pcs	1,200.00	7,200.00
f. PULL-UP BANNERS (0.83 x 2.00m) Tarpaulin Print on Matte Side with Pull-Up Banner System	2 pcs	1,494.00	2,988.00
g. FLOOR STICKERS			
g.1 ENTRANCE FS (1.00 x 1.00m) Digital Print Sticker Cut-Out	1 pc	1,395.00	1,395.00
g.2 HALLWAY FS (0.70 x 0.70m) Digital Print Sticker Cut-Out	9 pcs	683.55	6,151.95
h. PUZZLE STRUCTURE (1.00 x 2.50m) Sticker on Sintraboard (Indoor)	2 pcs	3,000.00	6,000.00
i. VIP STICKER (0.30 x 0.21m) Perforated Glass Sticker (tdoor)	1 pc	56.70	56.70

TOTAL AMOUNT IN WORDS:	Php
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Very truly yours,  
 ATTY. ANNA GRACE I. MARPURI  
 Acting Dept. Manager, CSD

BUR No. CMP-2408 0840  
 DATE Jul. 07, 2024  
 AMOUNT ₱ 134,647.<sup>13</sup>

Recommended by:  
  
 NORMAN BAGULBAGUL  
 Acting Dept. Manager, CCSD

CONFORME:

Reymon E. Ferraris  
 Name & Signature of Contractor/Supplier  
 7/31/24  
 Date

Funds Available  
  
 Malerna C. Buyao  
 Chief Controllership

Approved by:  
  
 LEAH PULIDO OCAMPO  
 Executive Director

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CONTRACTOR/SUPPLIER <u>TINCHIYAH ADVERTISING</u>	DELIVERY TERM _____
ADDRESS <u>Quezon City</u>	PAYMENT TERM <u>30 days</u>
MODE OF PROCUREMENT <u>Two Failed Bidding</u>	PLACE OF DELIVERY _____
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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
<b>IV. SCOPE OF WORK AND TIMETABLE:</b>			
<p>1. The Contractor shall Install, Dismantle and Haul the items listed above on the specified materials and specifications.</p> <p>.2. 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.</p> <p>3. The contractor shall ensure the durability and quality of the items.</p> <p>4. The contractor shall install the items properly and in good condition (without smudge dirt, and stains and the like) starting on ingress of 31 July 2024 and egress on 03 August 2024.</p> <p>5. The contractor shall complete the installation of the requirements on 01 August 2024</p> <p>6. Contractors should be at least 5 years in the business and must have a Very Satisfactory (VS) Rating if contractor was previously hired by CITEM.</p> <p>7. 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).</p> <p>8. Delay of delivery or installation will call for deduction of 10% of contract price.</p>			

TOTAL AMOUNT IN WORDS: ONE HUNDRED THIRTY FOUR THOUSAND SIX HUNDRED FORTY SEVEN & 13/100      Php 134,647.13

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Very truly yours,  
  
 ATTY. ANNA GRACE I. MARPURI  
 Acting Dept. Manager, CSD

BUR No. CMP - 2408 0840  
 DATE MUG. 07, 2024  
 AMOUNT ₱ 134, 647.13

Recommended by:  
  
 NORMAN BAGULBAGUL  
 Acting Dept. Manager, CCSD

CONFORME:  
  
 Name & Signature of Contractor/Supplier  
7/31/2024  
 Date

Funds Available  
  
 Malerna C. Buydo  
 Chief Controllorship

Approved by:  
  
 LEAH PULIDO OCAMPO  
 Executive Director.