

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: 2024-0288-P2	JO Date 10/4/2024	PAGE 1 of 5
PR No.: 2024-0288-P2	PR Date: 10/2/2024	

CONTRACTOR/SUPPLIER TINCHIYAH ADVERTISING	DELIVERY TERM
ADDRESS Quezon City	PAYMENT TERM 30 days
MODE OF PROCUREMENT Small Value 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
PROJECT: MANILA FAME 2024			
SUBJECT: MF 2024 SIGNAGE PART 02			
I. PRINTING AND MATERIAL COST (DELIVERY ONLY)			
a. CCP BILLBOARD (12.00m x 5.00m) Tarpaulin Print Matte Side (Outdoor)	1 pc	6,480.00	6,480.00
b. HOTEL SHUTTLE (0.65m x 0.30m) Perforated Glass Sticker (Outdoor)	2 pcs	152.10	304.20
c. REGISTRATION COUNTER SIGNAGES			
c.1 REGISTRATION LANES (0.50m x 0.20m) Printable Sticker on Foamboard (Indoor)	12 pcs	69.80	837.60
c.2 REGISTRATION NUMBER (0.15m x 0.20m) Printable Sticker on Foamboard (Indoor)	12 pcs	20.94	251.28
d. PLACARDS (0.30m x 0.42m) Printable Sticker on Sintraboard (Indoor)	54 pcs	86.94	4,694.76
II. PRINTING, DELIVERY, INSTALLATION, DISMANTLING, AND 2-WAY HAULING			
a. DTI BILLBOARD (7.32m x 4.60m) Tarpaulin Print Matte Side (Outdoor)	1 pc	7,239.48	7,239.48

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 DM, Corporate Service Dept.	BUR No. <u>MF-24101142</u> DATE <u>Oct - 09, 2024</u> AMOUNT <u>₱ 485,997.14</u>	Recommended by: NORMAN BAGULBAGUL Acting DM, CCSD
CONFORME: Raymond C. Ferrans Name & Signature of Contractor/Supplier <u>10/11/2024</u> Date	Funds Available: <u>10/10</u> MALEKNA C. BUYAO Chief Controllorship	Approved by: LEAH PULIDO OCAMPO Executive Director

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

DELIVERY TERM _____
 PAYMENT TERM 30 days
 PLACE OF DELIVERY _____
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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
b. INGRESS GRAPHICS			
b.1 INGRESS PROCEDURES (2.00m x 2.50m) Tarpaulin Print Matte Side (Indoor)	1 pc	1,075.00	1,075.00
b.2 FLOOR PLAN (1.00m x 1.20m) Tarpaulin Print Matte Side (Indoor)	2 pcs	258.00	516.00
c. FENCE POST BANNERS			
c.1 FENCE BANNER GRAPHICS (1.00m x 6.00m) Tarpaulin Print Matte Side (Indoor)	26 pcs	2,250.00	58,500.00
c.2 INSTALLATION, DISMANTLING, 2-WAY HAULING OF EXISTING FENCE BANNER STRUCTURE	1 lot	30,000.00	30,000.00
d. DRIVEWAY GRAPHICS (3.65m x 2.40m) Tarpaulin Print on Matte Side with Front Framing (Outdoor)	7 pcs	7,910.28	55,371.96
e. GLASS STICKERS			
e.1 MAIN HALL GLASS STICKER (0.80m x 2.21m) Perforated Glass Sticker (Outdoor)	18 pcs	1,750.32	31,505.76
e.2 EXIT HALL GLASS STICKER (0.80m x 2.20m) Perforated Glass Sticker (Indoor)	1 pc	1,584.00	1,584.00

TOTAL AMOUNT IN WORDS: _____ Php

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Very truly yours,
 ATTY. ANNA GRACE I. MARPURI
 OIC- DM, Corporate Service Dept.

BUR No. MF-24101142
 DATE OCT. 09, 2024
 AMOUNT ₱ 485,997.14
 Recommended by:
 NORMAN BAGULBAGUL
 OIC-DM, CCSD

CONFORME:

 Name & Signature of Contractor/Supplier
 10/14/2024
 Date

Funds Available: 10/10

 Malerrisa Buyao
 Chief Controllership
 Approved by:
 LEAH PULIDO OCAMPO
 Deputy Executive Director

JOB ORDER

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10/4/2024
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10/2/2024

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

DELIVERY TERM _____
 PAYMENT TERM 30 days
 PLACE OF DELIVERY _____
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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
e.3 SHOW HOURS BAND (1.00m x 0.10m) Perforated Glass Sticker (Outdoor)	22 pcs	90.00	1,980.00
f. SHOW RULES (2.51m x 2.40m) Tarpaulin Print on Matte (Outdoor)	5 pcs	1,295.16	6,475.80
g. BAGGAGE COUNTER			
g.1 BAGGAGE COUNTER FASCIA A (3.04m x 0.34m) Printable Sticker on Foamboard (Outdoor)	1 pc	1,033.60	1,033.60
g.2 BAGGAGE COUNTER FASCIA B (2.04m x 0.34m) Printable Sticker on Foamboard (Outdoor)	1 pc	693.60	693.60
g.3 BAGGAGE COUNTER PANELS (1.00m x 2.50m) Printable Sticker (Outdoor)	7 pcs	2,500.00	17,500.00
h. CITEM EXECUTIVE LOUNGE (0.21m x 1.05m) Printable Sticker on Foamboard (Indoor)	1 pc	220.50	220.50
i. WTC LOBBY POST			
i.1 WTC LOBBY POST A (2.04m x 1.70m) Printable Sticker on Foamboard (Indoor)	4 pcs	3,468.00	13,872.00
i.2 WTC LOBBY POST A SIDES (1.04m x 1.70m) Printable Sticker on Foamboard (Indoor)	4 pcs	1,768.00	7,072.00

TOTAL AMOUNT IN WORDS:

Php

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Very truly yours,

ATTY. ANNA GRACE I. MARPURI
 OIC- DM, Corporate Service Dept.

CONFORME:

Raymon G. Ferrans
 Name & Signature of Contractor/Supplier
 10/11/2024
 Date

BUR No. WF-24101142
 DATE OCT 09, 2024
 AMOUNT ₱ 485,997.14

Recommended by:

NORMAN BAGULBAGUL
 OIC-DM, CCSD

Approved by:

LEAH PULIDO OCAMPO
 Deputy Executive Director

Funds Available:
Malerna CL Buyao
 Chief Controllership

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

DELIVERY TERM
 PAYMENT TERM 30 days
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 DATE OF DELIVERY

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
i.3 WTC LOBBY POST B (1.04m x 1.70m) Printable Sticker on Foamboard (Indoor)	8 pcs	1,768.00	14,144.00
j. WTC INFORMATION BOARD			
j.1 WTC INFORMATION BOARD (6.04m x 1.70m) Printable Sticker on Foamboard (Indoor)	2 pcs	10,268.00	20,536.00
j.2 WTC INFORMATION BOARD SIDES (0.54m x 1.70m) Printable Sticker on Foamboard (Indoor)	4 pcs	918.00	3,672.00
k. INTERACTIVE KIOSK GRAPHICS (3.16m x 2.00m) Tarpaulin Print on Matte (Indoor)	2 pcs	1,358.80	2,717.60
l. HALL DROP DOWN BANNERS			
l.1 AISLE SIGNAGE GRAPHICS (2.00m x 4.20m) Tarpaulin Print on Matte Side with Wood Stiffener Top and Bottom (Indoor)	10 pcs	3,150.00	31,500.00
l.2 MF DROP DOWN (3.00m x 10.20m) Tarpaulin Print on Matte Side with Wood Stiffener Top and Bottom (Indoor)	8 pcs	11,475.00	91,800.00
l.3 HALL D DROP DOWN (7.00m x 5.20m) Tarpaulin Print on Matte Side with Metal Stiffener Top and Bottom (Indoor)	2 pcs	14,560.00	29,120.00
l.4 INSTALLATION, DISMANTLING, 2-WAY HAULING OF HANGING BANNERS	1 lot	40,000.00	40,000.00

TOTAL AMOUNT IN WORDS:

Php

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Very truly yours,

 ATTY. ANNA GRACE I. MARPURI
 OIC- DM, Corporate Service Dept.

BUR No. MF- 24101142
 DATE Oct. 09, 2024
 AMOUNT ₱ 485,997.14

Recommended by:

 NORMAN BAGULBAGUL
 OIC-DM, CCSD

CONFORME:

 Name & Signature of Contractor/Supplier
 10/11/2024
 Date

Funds Available:

 Malerna C. Buyao
 Chief Controllership

Approved by:

 LEAH PULIDO OCAMPO
 Deputy Executive Director

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PR No.: 2024-0288-P2	PR Date: 10/02/2024	

CONTRACTOR/SUPPLIER TINCHIYAH ADVERTISING	DELIVERY TERM
ADDRESS Quezon City	PAYMENT TERM 30 days
MODE OF PROCUREMENT Small Value Procurement	PLACE OF DELIVERY
	DATE OF DELIVERY

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
m. CSC ANNIVERSARY SIGNAGE (1.00m x 5.30m) Printable Sticker on Sintraboard (Indoor)	1 pc	5,300.00	5,300.00

III. SCOPE OF WORK AND TIMETABLE:

- 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, and stains and the like) starting on ingress of 14 October 2024 and egress on 19 October 2024.
- The contractor shall complete the installation of the requirements on 17 Oct. 2024.
- Contractors should be at least 5 yrs in the business and must have a Very Satisfactory (VS) Rating if contractor was previously hired by CITEM.
- 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: FOUR HUNDRED EIGHTY-FIVE THOUSAND NINE HUNDRED NINETY-SEVEN AND 14/100 **Php485,997.14**

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Very truly yours,

ATTY. ANNA GRACE I. MARPURI
 Department Manager III, CSD

CONFORME:

Reymon G. Ferreras
 Name & Signature of Contractor/Supplier
 10/11/2024
 Date

BUR No. MF-24101142

DATE OCT. 09, 2024

AMOUNT ₱ 485,997.14

Funds Available:

Maletina C. Buyao 12/10
 Chief Controllorship

Recommended by:

NORMAN BAGULBAGUL
 Acting DM, CCSD

Approved by:

LEAH PULIDO OCAMPO
 Executive Director