



NOR-2025-0001

NOTICE OF RENEWAL

21 January 2025

GERRY ARELLANO
Senior Vice President
DBP Service Corporation
Gil Puyat Ave.,
Makati City

Dear Mr. Gerry Arellano:

We are pleased to inform you that the contract for the **ALLIED SERVICES FOR CITEM OFFICE AND ITS TRADE FAIR EVENTS FOR FY 2025** is hereby renewed for the period of February to December 2025 in the amount of **Three Million Seven Hundred Seventeen Thousand Five Hundred Ninety-Two Pesos and Fifty-Seven Pesos (Php 3,717,592.57)** in accordance with the Guidelines on Renewal of Regular and Recurring Services provided under 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

You are hereby required to provide within ten (10) calendar days from the receipt of this Notice of Renewal the performance security in the form and amount not less than the required percentage of the total contract price allowed in accordance with Section 39 of the 2016 revised IRR of RA No. 9184.

We appreciate your interest in renewing the contract for **ALLIED SERVICES FOR CITEM OFFICE AND ITS TRADE FAIR EVENTS FOR FY 2025** and we look forward to your satisfactory performance of your obligations under the contract.

Sincerely yours,


EXECUTIVE DIRECTOR LEAH PULIDO OCAMPO
Head of Procuring Entity 

Received By:

GERRY A.C. ARELLANO
Senior Vice President

(Signature above printed name)

JAN 30 2025

(Date and Time of receipt)

**Kindly email to sender to acknowledge receipt*

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

An Attached Corporation of the Department of Trade and Industry

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