


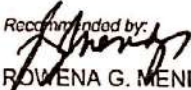

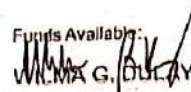
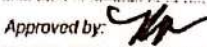




JOB ORDER

CITEM STR.F.R.006

 CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue 1300 Paskay City, Metro Manila, Philippines T: (032) 831-2701 to 09 ext. 210-30 (032) 831-1368, 832-3365 F: info@citem.com.ph www.citem.com.ph			JO NUMBER: 2025-0221 PR No: 2025-0221	JO DATE: 04/08/2025 PR DATE: 03/27/2025	PAGE: 1 of 6
CONTRACTOR/SUPPLIER MSD GODSPEED EXHIBITS, CORP. ADDRESS 324 Navy Road Veterans Village, Holy Spirit District 2, 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	
FABRICATION, HAULING, INSTALLATION AND DISMANTLING OF SSX SHOWCASE FOR IFEX PHILIPPINES 2025 Period of Engagement: Ingress: 19-21 May 2025 Event Proper: 22-24 May 2025 Egress: 24 May 2025 Location: WORLD TRADE CENTER, METRO MANILA, PHILIPPINES				PHP170,310.00	
I. DETAILED SCOPE OF WORK					
a. Fabrication and Construction					
* Produce and install high-quality graphics, signage, and branding elements for this requirement, if applicable.					
* Contractor shall provide color proofing of all signage requirements and must be aligned with the provided color proofing of CITEM EDD.					
b. Project Management and Coordination					
* Assign a project manager to oversee design, fabrication, logistics and coordination with event organizers.					
* Ensure timely delivery of the requirement based on the indicated schedule of					
TOTAL AMOUNT IN WORDS:				Php	
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Very truly yours,  ATTY. ANNA GRACE I. MARPURI Department Manager III, CSD		BUR No. <u>IFEX-28040610</u> DATE <u>April 25, 2025</u> AMOUNT <u>PHP 170,310.00</u>		Recommended by:  ROWENA G. MENDOZA Department Manager III, CSD	
CONFORME:  Name & Signature of Contractor/Supplier (Date)		Funds Available:  WILFREDO A. CAMPOS OIC-Chief Controllership		Approved by:  ROMLEAH JULIET P. OCAMPO Executive Director	

JOB ORDER

CITEM.STR.FR.006

 CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS Golden Shell Pavilion, Roxas Boulevard corner San Gil J. Puyat Avenue 1300 Pasay City, Metro Manila, Philippines Tel: (632) 831-2201 to 09 ext. 218 ; (632) 831-1268, 832-3865 Fax: (632) 831-2201 to 09 ext. 218 ; (632) 831-1268, 832-3865 Email: info@citem.com.ph ; www.citem.com.ph		JO Number:	JODate	PAGE
		2025-0221	04/08/2025	2 of 6
		PR No.:	PR Date:	
		2025-0221	03/27/2025	

CONTRACTOR/SUPPLIER MSD GODSPEED EXHIBITS, CORP. ADDRESS 324 Navy Road Veterans Village, Holy Spirit District 2, Quezon City MODE OF PROCUREMENT Small Value Procurement	DELIVERY TERM PAYMENT TERM 30 days PLACE OF DELIVERY DATE OF DELIVERY
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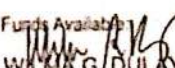
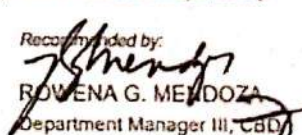

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
ingress, event proper, and egress. c. Installation and Set-up * Transport materials and components to the event venue * Assemble the structural requirements onsite, ensuring stability and proper functionality. d. Electrical and Lighting Installation * Provide appropriate electrical wiring, power connections, and lighting fixtures based on the electrical plan discussed by the designer. e. Graphics and Signage Production * Produce and install high-quality graphics, signage and branding elements for this requirement, if applicable f. Furniture and Fixtures * Supply furniture, display stands, shelving and other fixtures as indicated in the specifications of this requirement, if applicable. g. On-Site Support * Provision of sufficient manpower to work solely for this requirement during ingress and egress proper. * Provide technical assistance during the event to address any issues promptly.			

TOTAL AMOUNT IN WORDS:	Php
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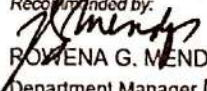

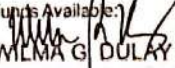

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Very truly yours, ATTY. ANNA GRACE I. MARPURI Department Manager III, CSD CONFORME:  Name & Signature of Contractor/supplier Date:	BUR No <u>IFEX-25040610</u> DATE <u>April 25, 2025</u> AMOUNT <u>₱170,310.00</u> Funds Available  WINKLER D. CAMPOS OIC-Chief Controllership	Recommended by:  ROWENA G. MENDOZA Department Manager III, CSD Approved by  ROMLEAH JULIET P. OCAMPO Executive Director
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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: 2025-0221	JODate: 04/08/2025	PAGE 3 of 6
		PR No.: 2025-0221	PR Date: 03/27/2025	
CONTRACTOR/SUPPLIER MSD GODSPEED EXHIBITS, CORP. ADDRESS 324 Navy Road Veterans Village, Holy Spirit District 2, 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
* Assign personnel for on-site troubleshooting and support throughout the exhibition. h. Dismantling * Safely dismantle and remove all structural requirements after the event within the given egress period. i. Turn-over of Purchased Items * All above item/s is/are property of CITEM after the event unless indicated as rental. Items shall be delivered to the CITEM office and shall be received by the General Services Division (GSD) with proper documentary requirements. II. ROLES AND RESPONSIBILITIES OF THE CONTRACTOR * Supply, deliver, install, dismantle, purchase, turn-over and haul the design of the pavilion according to the technical drawings provided by the designer. Suppliers may suggest a more efficient assembly or construction but must be implemented with the approval of CITEM EDD Designer. * If necessary, the contractor shall provide proofs and swatches prior to final fabrication for approval. * Provide sufficient manpower and materials for the installation of the requirement.				
TOTAL AMOUNT IN WORDS:			Php	
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Very truly yours,  ATTY. ANNA GRACE I. MARPURI Department Manager III, CSD		BUR No. 1F6X-25040610 DATE April 25, 2025 AMOUNT ₱770,310.00		Recommended by:  ROWENA G. MENDOZA Department Manager III, CSD
CONFORME:  Wilma G. Dulay Name & Signature of Contractor/Supplier		Funds Available:  WILMA G. DULAY OIC-Chief Controlship		Approved by:  ROMLEAH JULIET P. OCAMPO Executive Director
Date				

JOB ORDER

CITEM-STR-FR-006

 CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS Golden Shell Pavilion, Roxas Boulevard corner San. Dr. J. Puyat Avenue 1300 Pasay City, Metro Manila, Philippines Tel. (832) 831-2201 to 218 ext. 218 (832) 831-1368, 832-3065 E-mail: info@citem.com.ph www.citem.com.ph		JO Number: 2025-0221	JO Date: 04/08/2025	PAGE 4 of 6
		PR No.: 2025-0221	PR Date: 03/27/2025	

CONTRACTOR/SUPPLIER **MSD GODSPEED EXHIBITS, CORP.**
 ADDRESS **324 Navy Road Veterans Village,
 Holy Spirit District 2, 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
<p>* Complete the scope of work within the ingress proper.</p> <p>* Updated EDD on work status/progress of fabrication.</p> <p>III. ROLES AND RESPONSIBILITIES OF CITEM</p> <p>* CITEM EDD Designers will be providing the following requirements for a smooth delivery of this contract:</p> <p>a. Complete Technical Drawings</p> <p>b. 3D renditions</p> <p>c. Checklist of requirements with specifications</p> <p>* CITEM EDD Designer will be closely monitoring all necessary requirements such as but not limited to:</p> <p>a. Approval of swatches</p> <p>b. Monitoring of color proofing</p> <p>IV. OTHER CONDITIONS</p> <p>First-time contractors will undergo a mandatory plant visit or participate in an online meeting and assessment conducted by a representative from the Exhibition Design Division.</p>			

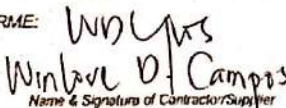
TOTAL AMOUNT IN WORDS:

Php

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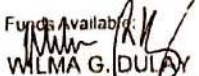
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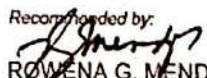
Very truly yours,
 ATTY. ANNA GRACE I. MARRURI
 Department Manager III, CSD

CONFORME: 
 Winlove D. Campos
 Name & Signature of Contractor/Supplier

Date

BUR No. 1PEX-75040610
 DATE April 25, 2025
 AMOUNT ₱170,310.00

Funds Available: 
 WILMA G. DULAY
 OIC-Chief Controllership



Recommended by:

 ROWENA G. MENDOZA
 Department Manager III, CSD

Approved by:

 ROMLEAH JULIET P. OCAMPO
 Executive Director

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 T. (632) 831-2201 to 09 ext. 216 F. (632) 831-1368, 832-3965 E. info@citem.com.ph W. www.citem.com.ph		JO Number: 2025-0221	JO Date: 4/08/2025	PAGE 5 of 6
	PR No.: 2025-0221	PR Date: 3/27/2025		


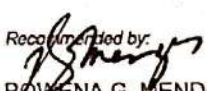
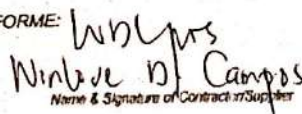
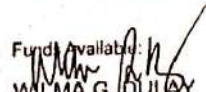

CONTRACTOR/SUPPLIER MSD GODSPEED EXHIBITS, CORP. ADDRESS 324 Navy Road Veterans Village, Holy Spirit District 2, Quezon City MODE OF PROCUREMENT Small Value Procurement	DELIVERY TERM PAYMENT TERM 30 days PLACE OF DELIVERY DATE OF DELIVERY
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Please provide/furnish 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
V. ITEMS TO BID			
I. MOBILIZATION COST	1 lot		
a. Fabrication, Hauling, Installation, Delivery			
II. SSX SHOWCASE STRUCTURE (RENTAL)	2 set		
a. 1.50m x 1.50m x 2.80Mh Painted Structure with 2"x2" Square Tube Framing			
3/4" x 4' x 8' Marine Plywood and 2" x 2" Kiln Dried Framing (Final color and material to be approved by CITEM)			
III. GRAPHICS (PURCHASE)			
a. Sticker mounted on Sintra board	32 SQM		
b. Floor Sticker	12 SQM		
IV. LIGHTS (RENTAL)	16 units		
a. 10W Long Arm Spotlight - Black Casing (warm white)			
V. CONVENIENCE OUTLETS (RENTAL)	2 units		
a. 3 Gang Convenience Outlet			
VI. WIRINGS & CONDUITS	1 lot		
TOTAL AMOUNT IN WORDS:			Php

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Very truly yours,  ATTY. ANNA GRACE I. MARPURI Department Manager III, CSD	BUR No. <u>IPEX-25040610</u> DATE <u>April 25, 2025</u> AMOUNT <u>9170,310.00</u>	Recommended by:  ROWENA G. MENDOZA Department Manager III, CSD
CONFORME:  Ninob D. Campos Name & Signature of Contract Supplier Date _____	Fund Available:  WILMA G. DULAY OIC-Chief, Controllership	Approved by:  LEAH PULIDO OCAMPO Executive Director

JOB ORDER

CITEM.STR.FR.006

CITEM CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS Golden Shell Pavilion, Rizal Boulevard corner Sen. Gil J. Puyat Avenue 1300 Pasay City, Metro Manila, Philippines Tel: (632) 831-2201 to 2204 ext. 210 Fax: (632) 831-1368, 832-3265 E-mail: info@citem.com.ph www.citem.com.ph	JO Number: 2025-0221	JO Date: 4/08/2025	PAGE 6 of 6
	PR No.: 2025-0221	PR Date: 3/27/2025	
CONTRACTOR/SUPPLIER MSD GODSPEED EXHIBITS, CO ADDRESS 324 Navy Road Veterans Village, Holy Spirit District 2, Quezon City MODE OF PROCUREMENT Small Value Procurement		DELIVERY TERM PAYMENT TERM 30 days PLACE OF DELIVERY DATE OF DELIVERY	
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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
VI. TERMS OF PAYMENT Full payment of 100% shall be processed after the conclusion of the event and will commence upon the submission of the contractor's service invoice and delivery receipt.			
VII. RISK PROTECTION AND MANAGEMENT Deductions shall be implemented under the following conditions: a. A 10% deduction will be applied for the incomplete delivery of the pavilion if deemed unreasonable by the Exhibition Design Division. b. Deductions will be applied for any undelivered items listed in the "Items to Bid" section of this requirement. c. A deduction will be imposed for the late turnover of requirements if deemed unreasonable.			
TOTAL AMOUNT IN WORDS: ONE HUNDRED SEVENTY THOUSAND AND THREE HUNDRED TEN PESOS			Php 170,310.00
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CONFORME: Name & Signature of Contractor/Supplier Date		Recommended by: ROWENA G. MENDOZA Department Manager III, CSD Approved by: LEAH PULIDO OCAMPO Executive Director	
		Funds Available: WILMA G. DULAY OIC-Chief, Controllership	