CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue 1300 Pasay City, Metro Manila, Philippines



JO Number
2025-023
DD NO :

04/22/2025

(632) 831-2201 to 09 ext. 218 (€ (632) 831-1368, 832-3965 info@citem.com.ph (€ www.citem.com.ph

PR Date: 2025-0232 04/02/2025 1of6

			0 11 02/2020		
CONTRACTOR/SUPPLIER TEN O FIVE PRODUCTIONS INC. 17 Jakarta Street, BF Homes, Paranaque City	DELIVERY TERM PAYMENT TERM				
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 conducted international Trade Expositions and Missions (CITEM).	ditions contained herein.	Address all corresp	ondence to the Center for		
DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT		

	See A se	The second of the second	
FABRICATION, DELIVERY, MOBILIZATION, INSTALLATION,			PHP318,000.00
AND DISMANTLING OF REGISTRATION AND LOBBY SET-UP		•	
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			
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

 , 16m 1	 00.		 						200
 	 	 -	 	 	 		and and		

This order is placed subject to the following terms and conditions:

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 Department Manager III, CSD 1

CONFORME:

JOSEPH JAURENT G. ALCASABAS

May 6, 2025

Department Manager III G

ROMLEAH JULIET P. OCAMPO

Executive Director

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

② (632) 831-2201 to 09 ext. 218 ⑤ (632) 831-1368, 832-3965
☑ Info@citem.com.ph ● www.citem.com.ph



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May 6, 2025

Signature of Contractor/Supplier

PR No.: 2025-0232

PR Date: 04/02/2025

Executive Director

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CONTRACTOR/SUPPLIER TEN O FIVE PRODUC	TIONS INC.	DELIVERY TERM	L				
ADDRESS 17 Jakarta Street, BF Homes, Paranac		PAYMENT TERM	PAYMENT TERM 30 days				
	700000000000000000000000000000000000000	5557551575 55 77551	/ERY				
MODE OF PROCUREMENT Small Value Procuremen	t	DATE OF DELIVERY					
Please provide/furnish this office the requirements listed below subj International Trade Expositions and Missions (CITEM).	ject to the terms and condit	ions contained herein.	Address all correspond	dence to the Center for			
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 state	pility and proper						
functionality.							
d. Electrical and Lighting Installation							
* Provide appropriate electrical wiring, power connections, a	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 bra	nding elements for this						
requirement, if applicable.							
f. Furniture and Fixtures							
	and indicated in the						
* Supplly furniture, display stands, shelving and other fixture	es as indicated in the						
specifications of this requirement, if applicable.							
g. On-Site Support							
* Provision of sufficient manpower to work solely for this req	uirement during ingress						
and egress proper.							
* Provide technical assistance during the event to address a	any issues promptly.						
TOTAL AMOUNT IN WORDS			1	Php			
TOTAL AMOUNT IN WORDS:				Frip			
This order is placed subject to the following terms and conditions: The delivery must be made only during office hours to CITEM or as n	nav be specified. Delivery is su	ibject to the acceptance	of CITEM's duly authoriz	red representative/official and			
inspection by CITEM-Management Inspection Team and/or the Commission							
subject to the PENALTY of 1/10 of 1% of the TOTAL VALUE of							
s/he shall be considered in default and will be liable to pay LIQUIDATE	D DAMAGES in the amount	of o	the TOTAL AMOUNT	inless the contractor/supplier			
requested and CITEM granted an extension. The contractor/supplier authorises							
from any of its receivables from CITEM. The contractor/supplier must pre-	sent a Delivery Receipt and In	voice or Official Receipt	with the Purchase Order	upon delivery.			
Very truly yours,	BUR No. IFEX -2	5040627	Recommended by:				
ATTY. ANNA GRACE I. MARPURI	- Opil 3	0 2025	1 Shinks	7			
Department Manager III, CSD	DATE Copil 3 AMOUNT 9318	- 1 1	BOWENA G. M	ENDOZA			
	AMOUNT \$318,	000.00	Department Mana	gerfff, CBD			
CONFORME:		1	Approved by:				
JOSEPH LAURENT G. ALCASABAS	Funds Available:	/		IET P. OCAMPO			

WILMA G. BULAY

OIC-Chief Controllership

CITEM.STR.FR.006

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Pavat August
1300 Pasau Cit. Matter



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JO Date 04/22/2025

May 6, 2025 Date

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CONTRACTOR/SUPPLIER TEN O FIVE PRODUC	TIONS INC.	DELIVERY TER			
ADDRESS 17 Jakarta Street, BF Homes, Paranac	que City	PAYMENT TER	M 30 days		******
		PLACE OF DEL	IVERY		
MODE OF PROCUREMENT Small Value Procureme	nt	DATE OF DELI	VERY		
Please provide/furnish this office the requirements listed below sub- International Trade Expositions and Missions (CITEM).	ect to the terms and condition	ons contained here	in. Address all corres	spondence to the Center f	for
DESCRIPTION		QTY/UNIT	UNIT PRICE	E AMOUNT	
* Assign personnel for on-site troubleshooting and support to	hroughout				
the exhibition.					
h. Dismantling					
* Safely dismantle and remove all structural requirements af	ter 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 u	nless indicated as				
rental. Items shall be delivered to the CITEM office and sh	all 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 th					
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 swatch	hes prior to final				
fabrication for approval.					
* Provide sufficient manpower and materials for the installation	on of the				
requirement.					
TOTAL AMOUNT IN WORDS:				Php	
This order is placed subject to the following terms and conditions:					
The delivery must be made only during office hours to CITEM or as m		· I STATE OF THE S	Service of the servic	A STATE OF THE ACT OF THE STATE	
inspection by CITEM-Management Inspection Team and/or the Commiss subject to the PENALTY of 1/10 of 1% of the TOTAL VALUE of th	PARTIES CHICAGO CONTRACTOR INCOME STATE OF THE STATE OF T		PRODUCE AND ADMINISTRATION OF THE PROPERTY OF	AND ADDRESS OF THE PARTY OF THE	
s/he shall be considered in default and will be liable to pay LIQUIDATE				INT unless the contractor/so	
requested and CITEM granted an extension. The contractor/supplier author					mages
from any of its receivables from CITEM. The contractor/supplier must pres		20.00	pt with the Purchase (order upon delivery.	
Very truly yours,	BURNO. LFGX-	25040627	Recommended I	by:	
ATTY. ANNA GRACE I. MARPURI	DATE Opul 3	0,2025	POWENIAC	MENDOZA	
Department Manager III, CSD	73181	770) · (N)	Department M	anager III. CBD	
CONFORME:	AMOUNT _/ 5/0/	/		All	
JOSEPH AURENT G. ALCASABAS	Funds Available: 1/		Approved by:	WILLET D. COALLE	0
Name & Signature of Contractor/Supplier	WILL TAVE	2	ROMLEAH J	ULIET P. OCAMPO	U
May 6, 2025	A MI POLINIAL POLICE POLICE POLICE		ALL STREET, A.		

OIC-Chief Controllership

CITEM.STR.FR.006

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Boulevard corner Sen, Gil J. Privat Avances
1300 Pagent City Letters Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue 1300 Pasay City, Metro Manila, Philippines € (632) 831-2201 to 09 ext. 218 ⑤ (632) 831-1368, 832-3965 ☑ info@citem.com.ph ❸ www.citem.com.ph



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JOSEPH JOURENT G. ALCASABAS

May 6, 2025 Date

PR No.: 2025-0232

Approved by:

ROMLEAH JULIET P. OCAMPO **Executive Director**

PR Date: 04/02/2025 4of6

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CONTRACTOR/SUPPLIER TEN O FIVE PRODUCTIONS	INC. DELIVERY TO	ERM	
ADDRESS 17 Jakarta Street, BF Homes, Paranaque City	PAYMENT TE	RM 30 days	
	PLACE OF D	ELIVERY	
MODE OF PROCUREMENT Small Value Procurement	DATE OF DE	LIVERY	
Please provide/furnish this office the requirements listed below subject to the te International Trade Expositions and Missions (CITEM).	erms and conditions contained he	rein. Address all correspond	dence to the Center for
DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
* Complete the scope of work within the ingress proper.		1	
* Updated EDD on work status/progress of fabrication.			
III. ROLES AND RESPONSIBILITIES OF CITEM			
* CITEM EDD Designers will be providing the following requirements for	or a smooth		
delivery of this contract:			
a. Complete Technical Drawings			
b. 3D renditions			
c. Checklist of requirements with specifications			
* CITEM EDD Designer will be closely monitoring all necessary require	ements such		
as but not limited to:	ariono odori		
a. Approval of swatches			
b. Monitoring of color proofing			
IV. OTHER CONDITIONS			
First-time contractors will undergo a mandatory plant visit or participate	e in an		
online meeting and assessment conducted by a representative from the	ie		
Exhibition Design Division.			
TOTAL AMOUNT IN WORDS:			Php
This order is placed subject to the following terms and conditions:	and Daliman in authinat to the appear	ann of CITEM's duky sythoda	ad mampastatics in Maial and
The delivery must be made only during office hours to CITEM or as may be specifi inspection by CITEM-Management Inspection Team and/or the Commission on Audit			
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 no	ot deliver within the due date,
s/he shall be considered in default and will be liable to pay LIQUIDATED DAMAGES	S in the amount of	_ of the TOTAL AMOUNT u	nless the contractor/supplier
requested and CITEM granted an extension. The contractor/supplier authorizes CITEM		The same of the sa	
from any of its receivables from CITEM. The contractor/supplier must present a Delive		ceipt with the Purchase Order	upon delivery.
	o. 1FEX-25040627	Recommended by:	
ATTY. ANNA GRACEII. MARPURI	amil 30 2025	of Mush	1
Department Manager III, CSD	april 30, 2025	ROWENA G. ME	NDOZA
CONFORME: AMOUNT	NT 7318,000.00	Department Mana	gerii, OBD

Funds Available

OIC-Chief Controllership

CITEM.STR.FR.006

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Boulevard corner Sen, Gil J. Puyat Avanus
1300 Pasay City, Metro Manila City
(632) 834 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

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PR Date:

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CONTRACTOR/SUP	PLIER TEN O FIVE PRODUCTIONS INC.	DELIVER	Y TERM							
	arta Street, BF Homes, Paranaque City		PAYMENT TERM 30 days							
		PLACE O	OF DELIVERY	marken was a same a						
MODE OF PROCUR	EMENT Small Value Procurement	DATE OF	DELIVERY							
	this office the requirements listed below subject to the terms an ositions and Missions (CITEM).	nd conditions containe	ed herein. Address all corre	espondence to the Cente	r for					
	DESCRIPTION	QTY/U	NIT UNIT PRIC	CE AMOUN	1T					
V. ITEMS TO BID			¥							
I. MOBILIZATION CO	OST	1 lot								
a. Fabrication, Ha	uling, Installation, Dismantling									
II. REGISTRATION C	OUNTER (RENTAL)	2 set	S							
a. 1.00m x 8.00m	x 1.05mH Painted Structure with 3/4" x 4' x 8' Plywood w	ith								
laminate and 2"	x2" Kiln Dried Framing									
III. LOBBY SET-UP (R	RENTAL)									
a. Corrugated Box	A - 0.50m x 0.50m x 0.50mH	7 units	5							
b. Corrugated Box	B - 0.80m x 0.50m x 0.70mH	5 units	s							
c. Standard Woode	en Pallet 1.00m x 1.20m x 0.15mH	2 units	5							
d. Custom Wooden	a box in 3/4" x 4' x 8' Marine Plywood	1 unit								
	me set 1.20 x 1.70m	11 units								
IV. BACKWALL ENHA	NCEMENT (RENTAL)									
	wining fabric with galvanized steel chain and hook	2 sets								
V. GRAPHICS (PURC		2 0010								
a. Tarpaulin with pri	int (scaffolding)	35.0 SC	2M							
b. Printable Sticker	(registration counter)	12.0 SC	MC							
c. Sticker mounted	on sintraboard (backwall)	3.60 SC	ΣM							
TOTAL AMOUNT IN V	WORDS:		£	Php						
This order is placed subje	ect to the following terms and conditions:									
	made only during office hours to CITEM or as may be specified. Deli									
	nagement inspection Team and/or the Commission on Audit. Reject of $1/10$ of 1% of the TOTAL VALUE of this ORDER for EAC									
	in default and will be liable to pay LIQUIDATED DAMAGES in the			UNT unless the contractor						
requested and CITEM gra	inted an extension. The contractor/supplier authorizes CITEM to dedu	act the amount of undeli	ivered portion and to deduct to	he penalty and liquidated o	tamages					
from any of its receivables	s from CITEM. The contractor/supplier must present a Delivery Received	ipt and Invoice or Officia	al Receipt with the Purchase	Order upon delivery.						
Very truly yours,	BURNO /FI	EX-250406.	27 Paradonas dad	lhur						
	RACE IL MARPURI	-/	Recommended	17						
Department Manag	per III. CSD	W 30, 2025	ROWENA G	. MENDOZA						
CONFORME:	AMOUNT 9	il 30, 2025 0318,000.0	Department N	Manager III CBD						

May 6, 2025

JOSEPH LAURENT G. ALCASABAS

CONFORME:

Funds Available: /

OIC-Chief, Controllership

Approved by:

ROMLEAH JULIET P. OCAMPO

Executive Director

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 Manile Philip
(2.1832) 824 835



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JO Date 4/22/2025

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Signature of Contractor/Supplier

May 6, 2025 Date

PR No.:

PR Date:

Executive Director

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	⊠ info@citem.com.pn @ www.citem	i.com.ph	PHILIPPINES	2025-0232	4/02/2025			
	PPLIER TEN O FIVE PRODUC karta Street, BF Homes, Parana REMENT Small Value Procure	aque City		TTERM 30 days	30 days			
	this office the requirements listed below su positions and Missions (CITEM).	bject to the terms and co	onditions containe	d herein. Address all con	respondence to the Center	r for		
	DESCRIPTION		QTY/UI	NIT UNIT PRI	ICE AMOUN	IT		
VI. EQUIPMENT (PU	RCHASE)							
a. Pallet Jack			1 unit					
ERMS OF PAYMEN	т							
Full payment of 10	0% shall be processed after the conclu	sion of the event and						
will commence upo	on the submission of the contractor's se	rvice invoice and						
delivery receipt.								
RISK PROTECTION A	AND MANAGEMENT							
Deductions shall be	implemented under the following condi	tions:						
a. A 10% deduction	will be applied for the incomplete deliver	ery of the pavilion if						
deemed unreason	nable by the Exhibition Design Division.							
b. Deductions will be	e applied for any undelivered items liste	d in the "Items to Bid"						
section of this req	•							
	mposed for the late turnover of requirements	if deemed						
unreasonable.	.,							
TOTAL AMOUNT IN	WORDS: THREE HUNDRED EIG	HTEEN THOUSAN	D PESOS		Php318,000	0.00		
The delivery must be inspection by CITEM-Mit subject to the PENALTY s/he shall be considered requested and CITEM git	opect to the following terms and conditions: a made only during office hours to CITEM or as an agement Inspection Team and/or the Commit of 1/10 of 1% of the TOTAL VALUE of the default and will be liable to pay LIQUIDAT ranted an extension. The contracton/supplier autoes from CITEM. The contracton/supplier must press from CITEM. The contracton/supplier must press from CITEM.	ssion on Audit. Rejected d of this ORDER for EACH D ED DAMAGES in the armonizes CITEM to deduct the	eliveries are to be v AY OF DELAY. In count of	withdrawn and/or replaced ase the contractor/supplier of the TOTAL AMC vered portion and to deduct	immediately. Delay in the de r does not deliver within the de OUNT unless the contractor/ t the penalty and liquidated de	elivery is lue date, /supplier		
Very truly yours,		BURNO. IFGX	-250406	2-7 Recommende	ed by:			
	RACE I. MARPURI			Me	47			
Department Mana	ger III, CSD	AMOUNT 731	8 m). m	Department	Managorii Can			
CONFORME:	Marshio	AMOUNT 1 27	0,010,00		Alli.			
JOSEPH	URENT G. ALCASABAS	Funds Ayailable:	h /	Approved by: ROMLEA	H JULIET P. OCAN	1PO		

OIC-Chief, Controllership