



**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:  
2024-0416  
PR No.:  
2024-0416

JO Date:  
10/01/2024  
PR Date:  
09/12/2024

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CONTRACTOR/SUPPLIER **MSD GODSPEED EXHIBITS CORP.**

ADDRESS **324 Navy Road, Veterans Village, Brgy. Holy Spirit, Quezon City, Metro Manila, NCR**

MODE OF PROCUREMENT **Small Value Procurement**

DELIVERY TERM  
 PAYMENT TERM  
 PLACE OF DELIVERY  
 DATE OF DELIVERY **14-16 Oct. 2024 - Ingress**  
**17-19 Oct. 2024 - Event Proper**  
**19 Oct. 2024 - Egress**

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
<b>FABRICATION, HAULING, MOBILIZATION, INSTALLATION, DISMANTLING OF TAGLAY INFOGRAPHICS WALKWAY IN MANILA FAME 2024</b>			
QTY	UNIT	DESCRIPTION	AMOUNT
1	Lot	I. MOBILIZATION COST Fabrication, Hauling, Installation, Dismantling	Php20,000.00 Php20,000.00
4	Sets	I. BACKLIGHTED BUILT-UP STRUCTURE WITH GRAPHICS (RENTAL) a. 9.00m x 0.50m x 2.40mH Structure with 2" x 1" C-Purlin framing with digital print on Panaflex (29sqm) with 34 pieces LED Tube with framing	Php55,800.00 Php223,200.00
20	Sqm	III. OTHER GRAPHICS REQUIREMENTS (PURCHASE) a. 20sqm Sticker on Foamboard	Php1,395.00 Php27,900.00
2	Lots	IV. WIRINGS & CONDUITS	Php5,000.00 Php10,000.00
			<b>Php281,100.00</b>

**Scope of Work:**

- 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, stains and the like) starting on ingress of 14 October 2024 – 16 October 2024 and egress on 19 October 2024, 07:00PM – 12:00MN.
- The contractor shall complete installation of the requirements on 15 October 2024, 11:59PM. A 10% deduction shall be applied for incomplete delivery of the pavilion deemed unreasonable.
- 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. (Please provide company profile and list of projects for the past three (3) years).
- 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).

TOTAL AMOUNT IN WORDS: **TWO HUNDRED EIGHTY ONE THOUSAND ONE HUNDRED PESOS**      Php **281,100.00**

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 \_\_\_\_\_ 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 Job Order upon delivery.

Very truly yours,

ATTY. ANNA GRACE I. MARPURI  
 Department Manager, CSD

CONFORME:

*Wimlove O. Campos*  
 Name & Signature of Contractor/Supplier

Date

BUR No. IP-WM/COM-24101121

DATE OCT 07, 2024

AMOUNT ₱ 281,100.00

Funds Available:  
*Malerna C. Buyao*  
 MALERNA C. BUYAO  
 Chief Controllership

Recommended by:

*Norman D. Bagulbagul*  
 for NORMAN D. BAGULBAGUL  
 Acting DM, CCSD

Approved by:

*Leah Pulido Ocampo*  
 LEAH PULIDO OCAMPO  
 EXECUTIVE DIRECTOR