

Republic of the Philippines
Department of Trade and Industry
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

Solicitation No.: CITEM-2024-0036-R1

REQUEST FOR QUOTATION
(NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT)

The Center for International Trade Expositions and Missions (CITEM) invites all interested parties to submit quotation for:

**FABRICATION OF EIGHT (8) PIECES TROPHY FOR MANILA FAME 2023
KATHA AWARDS**

(Please see attached Request for Quotation Form, Specifications and Design for more information.)

Approved Budget for the Contract	: PHP15,000.00 per piece or a total of PHP120,000.00
Deadline of Submission of Eligibility Documents and Financial Bid	: 30 September 2024, 05:00PM
Schedule of Opening of Bids	: 01 October 2024, 02:00PM

Conduct of Opening of Bids shall be held virtually thru Microsoft Teams or Zoom and shall be open to all prospective bidders. Link of the Opening of Bids may be requested through the BAC Secretariat at citembac@citem.com.ph. The link will be released on the actual day of the procurement activity.

The *Notice of Award* shall only be issued to the lowest calculated and responsive bidder who has complied with the following documentary requirements below, submitted in an enclosed, sealed and properly labeled envelope or compressed folder:

Eligibility Documents (1st Envelope / Compressed Folder)

- Mayor's Permit for the current year or for individuals exercising a profession, BIR Certificate of Registration**
Expired Mayor's permit with Official Receipt of renewal application shall be accepted provided that the renewed permit shall be submitted before the award of the contract.
- Valid PhilGEPS Registration Number (evidenced by a certificate or screen shot)**
PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.
- Notarized Omnibus Sworn Statement**
- Notarized Special Power of Attorney, Notarized Secretary's Certificate or Board/Partnership Resolution for partnership, corporation, cooperative, or joint venture, whichever is applicable**

Financial Bid (2nd Envelope / Compressed Folder)

- Quotation using the attached Request for Quotation (RFQ) Form duly signed by the authorized representative.**

To encourage the sanctity of the bids, bidders must submit these documents separately, on the above stated date and time, either on the following:

- Physical Submission at the CITEM Office, Golden Shell Pavilion, Roxas Blvd. cor. Gil Puyat Ave., Pasay City, or
- Online submission to the BAC Secretariat through email at citembac@citem.com.ph. A password protection maybe inflicted in the compressed folders to ensure security of the documents. The password must be disclosed on or before the date and time of the Opening of Eligibility Documents and Financial Bid as indicated above. Failure to disclose the password during the opening of bids may result to non-responsiveness of the bid.

CITEM-BAC reserves the right to reject any or all bids disadvantageous to, waive any formality or accept such bids as may be considered advantageous to the government. Further, CITEM-BAC assumes no obligation whatsoever to compensate or indemnify the bidders for expenses or losses that may be incurred in participating in this bidding.

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. (02) 8-831-2201 local 309/294 or email at citembac@citem.com.ph.


ATTY. ANNA GRACE I. MARPURI
Chairman, Bids and Awards Committee



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
 Golden Shell Pavilion, Roxas Blvd. Cor. Sen. Gil Puyat Avenue, Pasay City
 Tel.: (632) 8-831-2201 local 309/294 E-mail: citembac@citem.com.ph

CITEM.BAC.FR.009
 REV 1



REQUEST FOR QUOTATION

- Shopping with ABC of Php 50,001 and above Small Value Procurement with ABC of Php 50,001 and above
 Lease of Real Property and Venue Others: _____

Date: 26 September 2024
 RFQ No.: 2024-0036-R1

Company Name: _____
 Address: _____
 Contact No.: _____

Gentlemen:

Please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office. It is requested that the quotation be sealed, signed, and stamped in an envelope or compressed folder and submitted to CITEM BAC / citembac@citem.com.ph.

Deadline of Submission of Eligibility Documents, Financial Bid: 30 September 2024	Time: 05:00PM
Schedule of Opening of Bids: 01 October 2024	Time: 02:00PM Venue: Zoom

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
8	pieces	<p>FABRICATION OF TROPHY FOR MANILA FAME 2023 KATHA AWARDS</p> <p>APPROVED BUDGET FOR THE CONTRACT: <u>PHP15,000.00 PER PIECE OR A TOTAL OF PHP120,000.00</u></p> <p><i><u>(Please see attached specifications and design.)</u></i></p>		

Terms and Conditions:

- 1) Delivery period: _____ working days upon acceptance of Purchase/Job Order.
- 2) Bid price must be **Inclusive of Value Added Tax**.
- 3) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by the Purchaser and Supplier.
- 4) Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.
- 5) Required documents, if any, must be submitted within 3 Days after receipt of notice.

The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government.


ATTY. ANNA GRACE I. MARPURI
 BAC Chairman

TO: CITEM Bids and Awards Committee:

Per your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood, and shall conform with the terms and conditions of this requirement.

 Date Submitted

Signature over printed name of the Authorized Company Representative
 Designation: _____
 Telephone No(s): _____
 Email: _____



**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
PURCHASE REQUEST**

CITEM.GSD.FR.020
REV1



Date Received: 26 September 2024



PR No.: 2024-0071-R1

PROJECT / ITEM DESCRIPTION	QTY	UNIT	ESTIMATED UNIT COST	ESTIMATED TOTAL COST
<p>Date Needed/Delivery Date: <u>14 October 2024</u></p> <p>Fabrication of Manila FAME 2023 KATHA Awards Trophy</p> <p>Please see attached specifications and design</p> <p align="center"><i>(End-users may add rows or pages, if necessary)</i></p>	8	pcs	Php15,000.00	Php 120,000.00
TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):			PHP Php 120,000.00	

Purpose: Manila FAME 2023 KATHA Awards Trophy
Attachments: APP/DESIGN

Budget Source: MFAME 2024

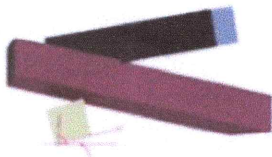
One Lot (Several items awarded as ONE contract) Per Line/Lot (Several items awarded as SEPARATE contract) Request for Pre-bid Conference

<p>Requested By:</p> <p align="center"> MARJORIE EVIO Department Manager III</p> <p>Date: <u>9/18/24</u></p> <p>Division: <u>Service Business Department</u> Focal Person: <u>SJ Nacino</u></p>	<p>Approved By:</p> <p align="center"> LEAH PULIDO OCAMPO Executive Director</p> <p>Date: _____</p>
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Reminder: Do **NOT** alter the format

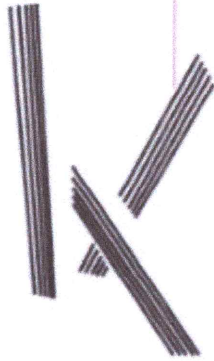
MANILA FAME KATHA AWARDS TROPHY

Kindly note that the colors (red, blue and yellow) indicated here are for reference purposes only. The actual finish of the product will be the same as shown in the jpeg images provided.



15°
TOP VIEW

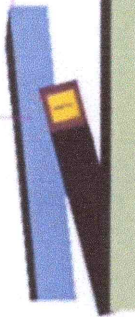
Stripes are etched to the trophy



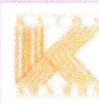
FRONT VIEW

MANILA FAME

Manila FAME Logo Engraving



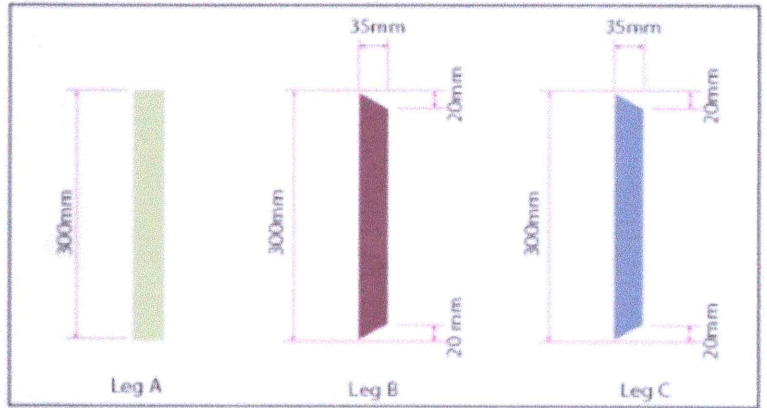
LEFT SIDE VIEW



KATHA logo engraving

side etch for name of company (winner)

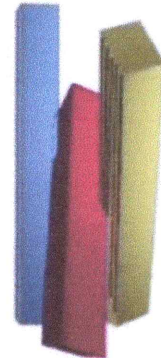
under the base, designer names are etched



Leg A

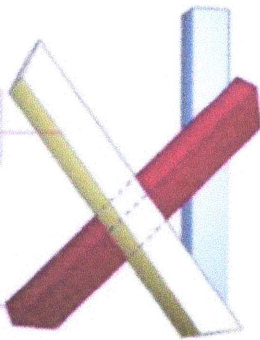
Leg B

Leg C



RIGHT SIDE VIEW

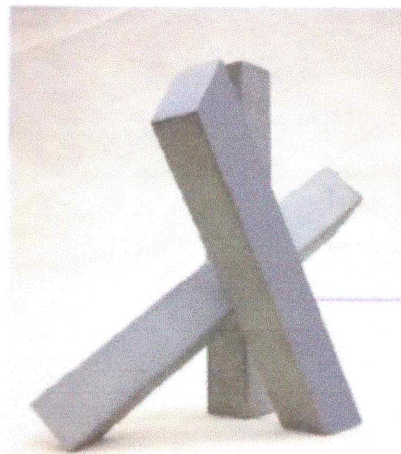
etch for award category



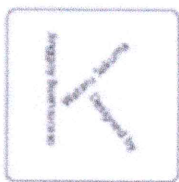
REAR VIEW

Date on lower rear of maroon beam - etch for:

2023
19-21
OCTOBER



MATERIAL:
Stainless steel hollow
Tubing schedule 20;
sandblasted grey;
with matte clear
top coat finish.



to be laser etched on the bottom of the trophy



LOGOS:



MANILA FAME

Manila FAME 2023 KATHA Awards Winners

Date: 19-21 October 2023

World Trade Center Manila

Major Categories

1. Best Product Design for Fashion
Company: MELE + MARIE
Product: Emman
2. Best Product Design for Furniture
Company: VITO SELMA
Product: Alegra Chair
3. Best Product Design for Home Décor and Houseware
Company: PUMICE x RED SLAB POTTERY
Product: Two Earths
4. Best Product Design for Lamps and Lighting
Company: TRIBOA BAY LIVING
Product: Traveler's Palm Hanging Lamp
5. Best Product Design for Festive and Seasonal Décor
Company: LARA BANIG INC.
Product: Lara Samar Parol
6. Eco-Design Award
Company: LARA BANIG INC.
Product: Lara Samar Stool Box

Special Citation

7. Best Booth Display
Company: INDUSTRIA
8. Best Sustainable Design (Booth)
Company: PROVINCE OF TARLAC