

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-2025-0115

**NOTICE TO CONDUCT PROCUREMENT OF GOODS
AND SERVICES, INFRASTRUCTURE PROJECTS, AND CONSULTING
SERVICES TO BE PROCURED AND PERFORMED OVERSEAS**

Pursuant to GPPB-Resolution No. 28-2017 dated 31 July 2017, the Center for International Trade Expositions and Missions (CITEM), through its Bids and Awards Committee (BAC), hereby issues this Notice for:

**BOOTH CONSTRUCTION, INSTALLATION,
DISMANTLING AND HAULING FOR THE PHILIPPINE
PARTICIPATION IN INDEX DUBAI 2025**

(Please see attached Request for Quotation Form and Technical Drawings for more details.)

APPROVED BUDGET FOR THE CONTRACT: PHP1,750,000.00

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. 8312201 local 309/218 or fax no. 834-0177/8331284 or e-mail at citembac@citem.com.ph.



ATTY. ANNA GRACE I. MARPURI
Chairman, CITEM-BAC



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



REQUEST FOR QUOTATION (OVERSEAS PROCUREMENT)

Company Name: _____

Address: _____

Contact No.: _____

Date: 25 April 2025RFQ No.: 2025-0115

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.

Schedule of Bidding in Philippine Standard Time:		
Deadline of Submission of Quotations: 28 April 2025		Time: 05:00PM
Schedule of Opening of Bids: 29 April 2025	Time: 02:00PM	Venue: ZOOM
Schedule of Bidding in Gulf Standard Time:		
Deadline of Submission of Quotations: 28 April 2025		Time: 01:00PM
Schedule of Opening of Bids: 29 April 2025	Time: 10:00AM	Venue: ZOOM

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNTS
1	lot	<p>BOOTH CONSTRUCTION, INSTALLATION, DISMANTLING AND HAULING FOR THE PHILIPPINE PARTICIPATION IN INDEX DUBAI 2025</p> <p>TOTAL APPROVED BUDGET FOR THE CONTRACT: <u>PHP1,750,000.00</u></p> <p><i>(Please see attached Technical Drawings for more details)</i></p> <p>Date Needed / Delivery Date: Ingress: 24-26 May 2025 Event Proper: 27-29 May 2025 Egress: 29 May 2025</p> <p>Booth details Total Area: 90 sq.m. Hall location: Trade Center Arena, Dubai World Trade Centre Stand no.: Ar G210, Ar G216, Ar F211, Ar F217</p> <p>Inclusions 1. Installation, Dismantling and Hauling 2. DESIGN Philippines Pavilion 3. Electrical installation and consumption 4. Miscellaneous</p> <p>Scope of Work A. Build and Installation</p> <ul style="list-style-type: none"> Manage the construction of the booth based on the approved design. Ensure high-quality materials are used for durability and visual appeal. Coordinate with the trade show organizers and venue for electrical requirements and application, logistics, booth installation, and dismantling schedules Transport booth materials and components to the overseas trade show venue. Supervise the installation and ensure the booth is ready before the trade show opening in coordination in CITEM on-site representative. Ensure adherence to international health, safety, and environmental standards during the build and installation. 		



		B. Dismantling <ul style="list-style-type: none"> Oversee the dismantling of the booth after each trade show, ensuring all materials are handled properly. C. On-site Support <ul style="list-style-type: none"> Provide manpower support for the installation of products. Provide technical support and on-site assistance during the trade show for any booth-related issues or adjustments. Ensure the booth maintains its quality and functionality throughout the event. 		
--	--	---	--	--

Terms and Conditions:

- 1) The above-quoted prices must be inclusive of all costs and applicable taxes. Prices shall be quoted in Philippine Peso or US Dollar.
- 2) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by CITEM and Supplier.
- 3) Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.

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

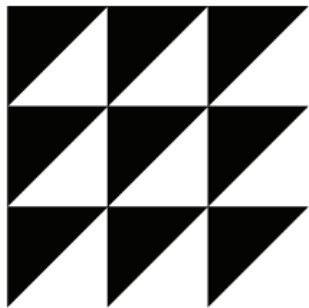
TO: CITEM Bids and Awards Committee:

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: _____

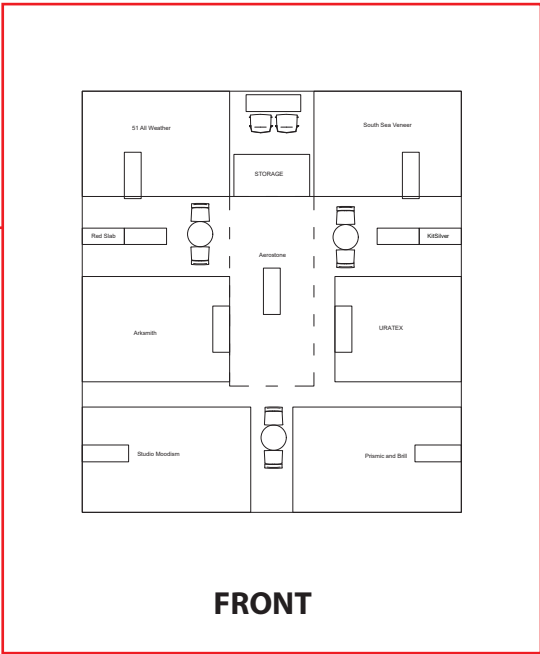
DESIGN **Philippines**



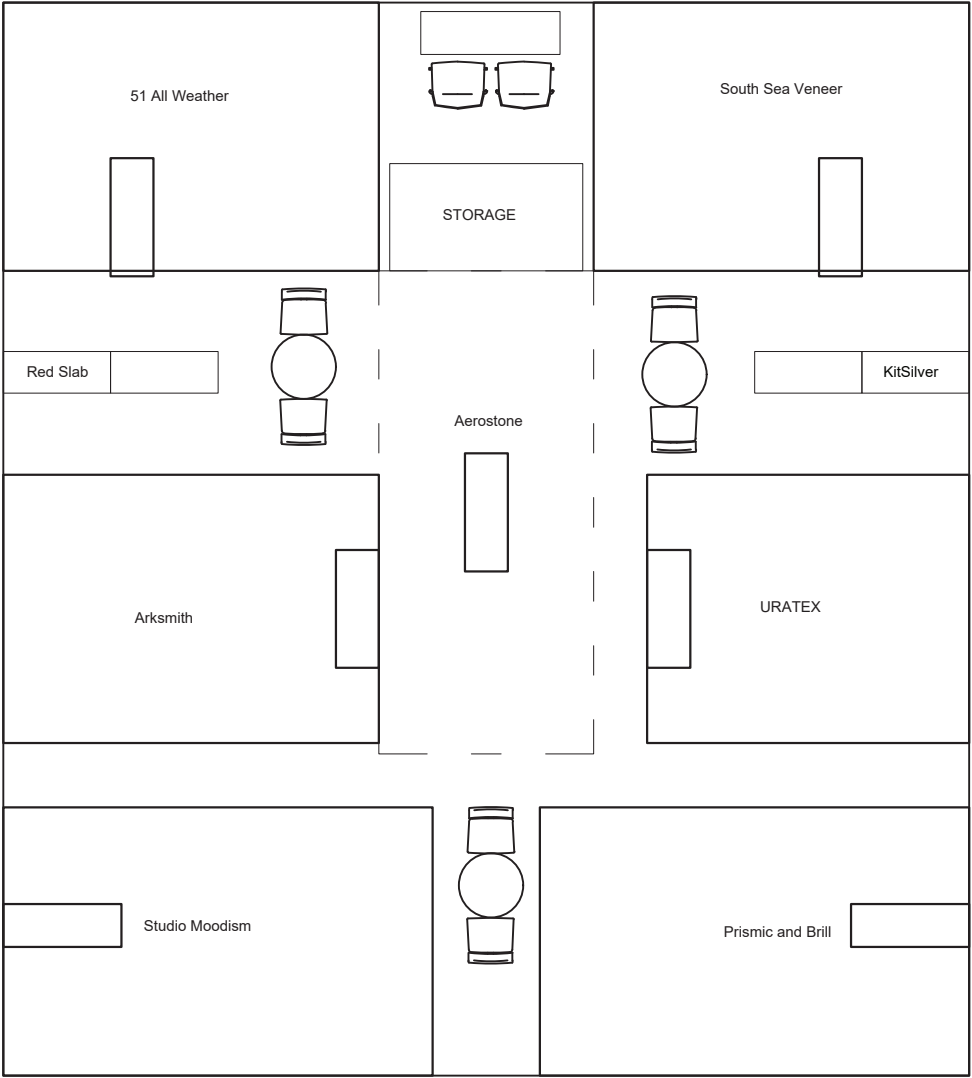
INDEX

Interior Design &
Furniture Exhibition

INDEX DUBAI 2025
PHILIPPINE PAVILION
LOCATION

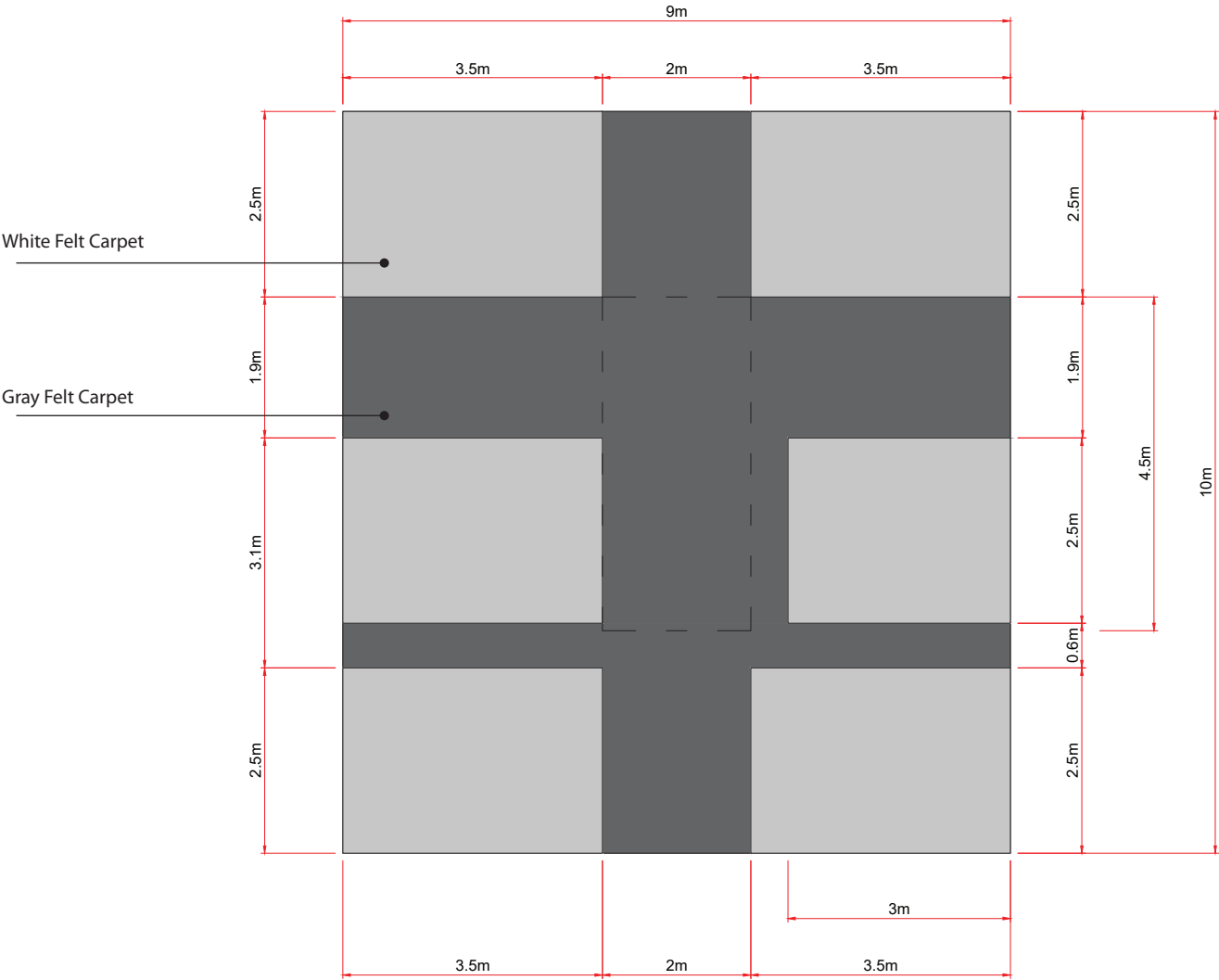


INDEX DUBAI 2025
PHILIPPINE PAVILION
COMPANY PLOTTING



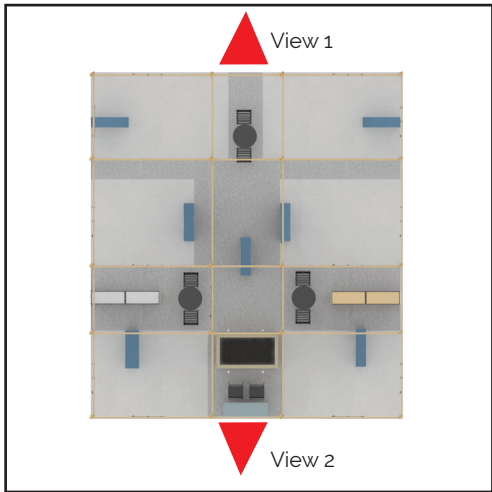
FRONT

INDEX DUBAI 2025
PHILIPPINE PAVILION
FLOORING



FRONT

INDEX DUBAI 2025
PHILIPPINE PAVILION
Location



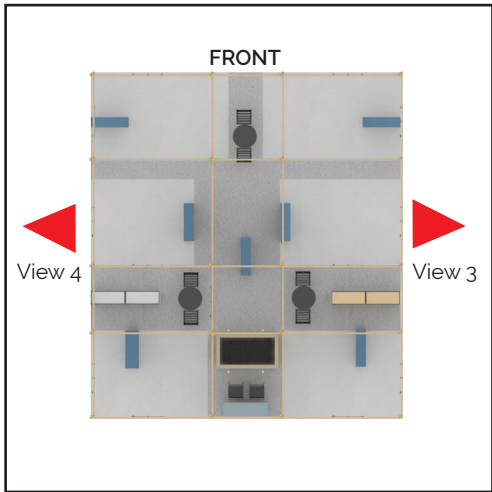
View 1: Front View



View 2: Rear View

Scaffolding covered with Bamboo Sticker

INDEX DUBAI 2025
PHILIPPINE PAVILION
Location

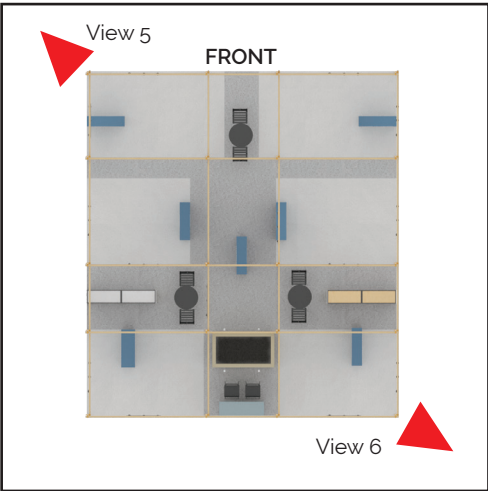


View 3: Left Side View



View 4: Right Side View

INDEX DUBAI 2025
PHILIPPINE PAVILION
Location

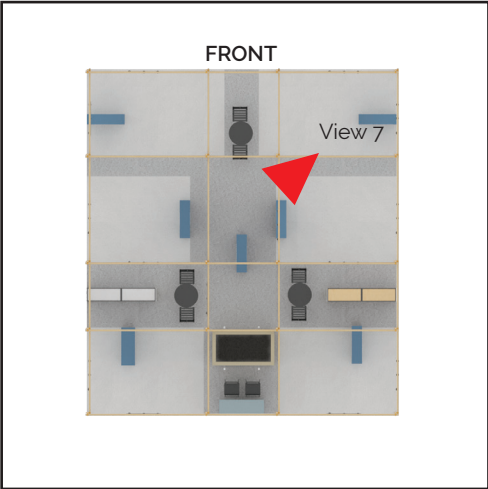


View 5: Front Perspective



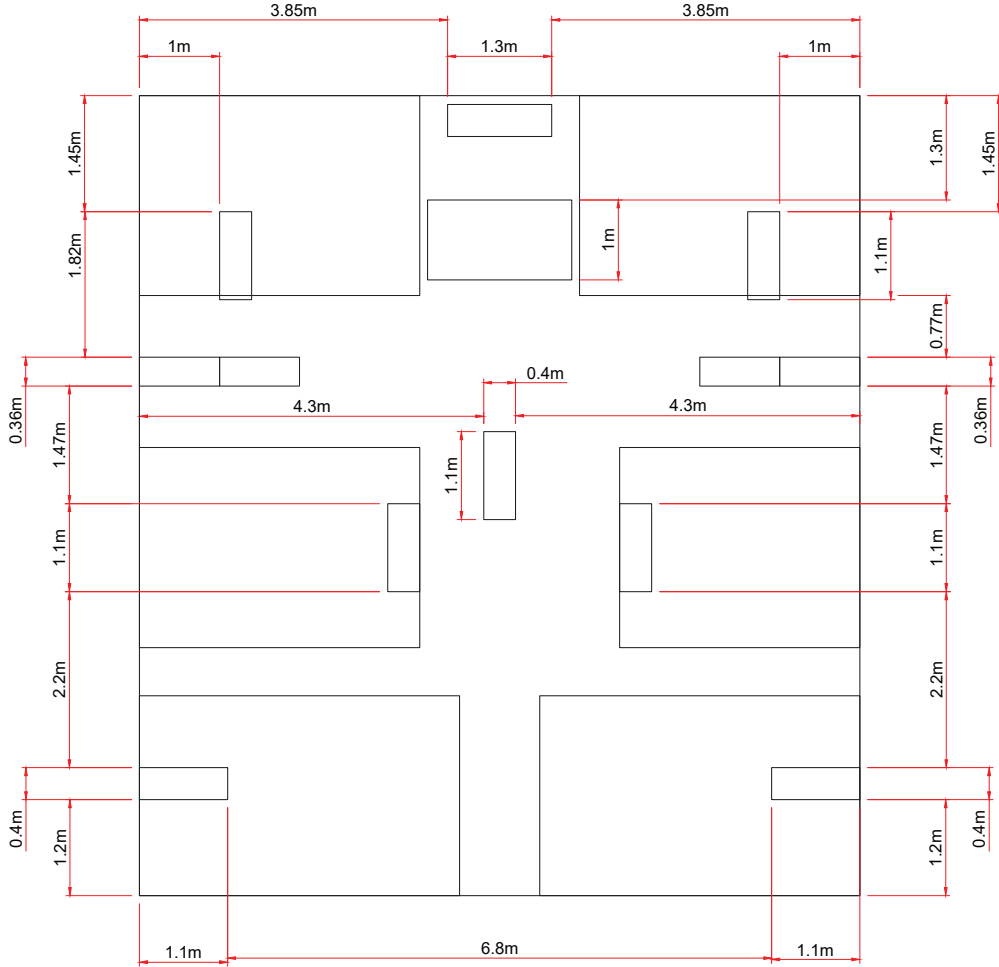
View 6: Rear Perspective

INDEX DUBAI 2025
PHILIPPINE PAVILION
Location



View 7: Close Up View 1

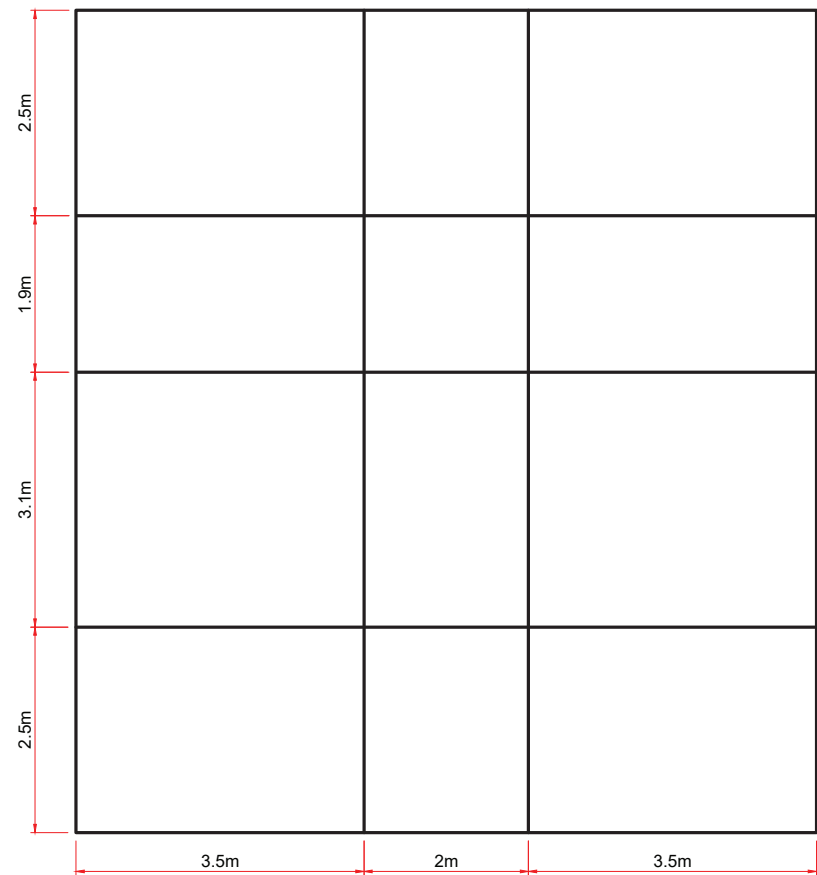
INDEX DUBAI 2025
PHILIPPINE PAVILION
STRUCTURE PLOTTING



INDEX DUBAI 2025

PHILIPPINE PAVILION

B.I. PIPE SCAFFOLDING

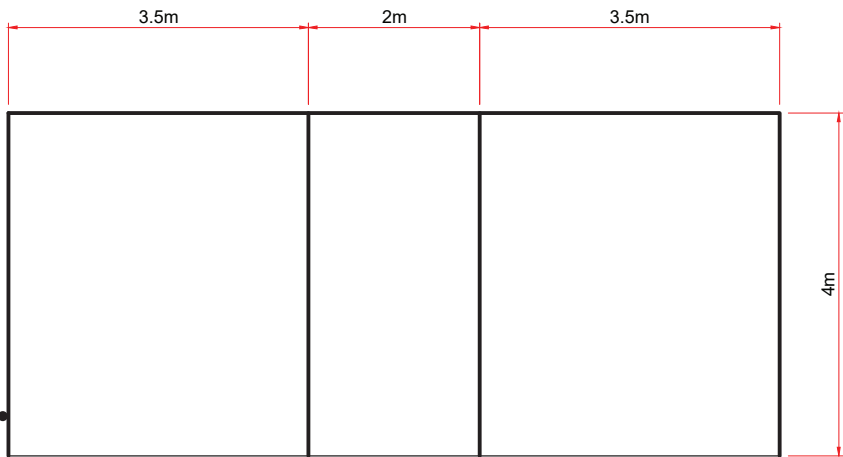


B.I. PIPE 2" cladde with Bamboo wood Sticker
with swivel clamps for joints

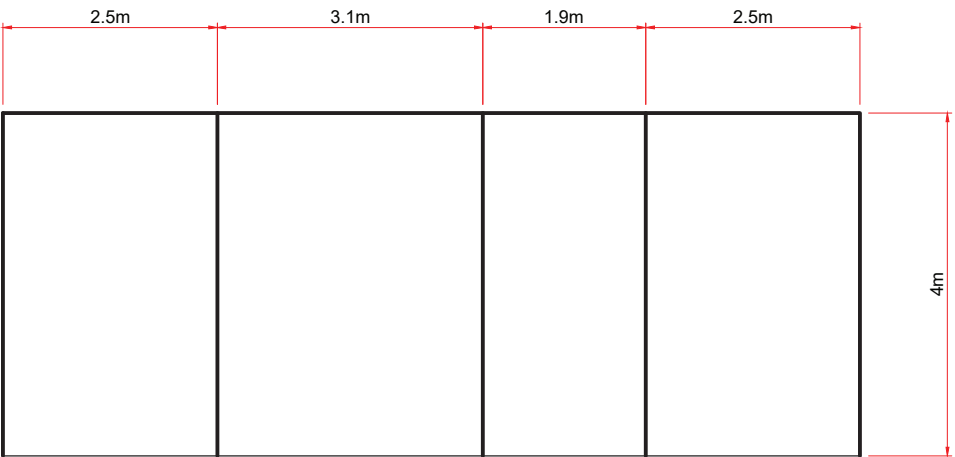


TOP VIEW

INDEX DUBAI 2025
PHILIPPINE PAVILION
B.I. PIPE SCAFFOLDING



FRONT VIEW



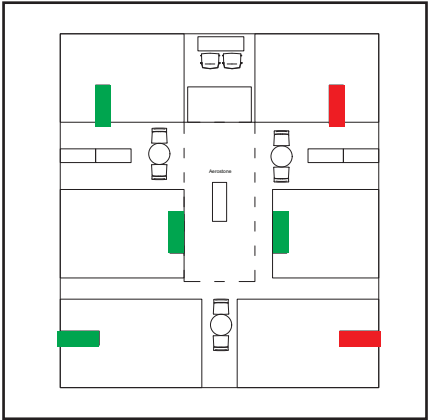
RIGHT SIDE

B.I. PIPE 2" clad with Bamboo wood Sticker
with swivel clamps for joints

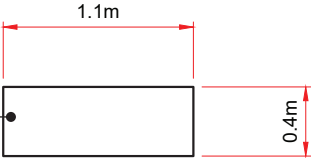
add base plate for stability



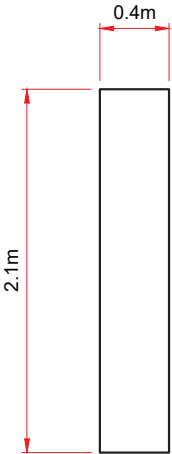
INDEX DUBAI 2025
PHILIPPINE PAVILION
PANEL 1



- 4 units - Wood Framing cladded by 1/2 plywood painted
- 2 units - Wood Framing cladded by 3/4 plywood painted
(5kg mirror and 10kg mirror will be installed on panel.
ensure the stability of the panel)



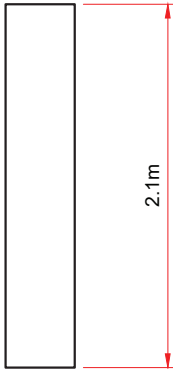
TOP



LEFT SIDE

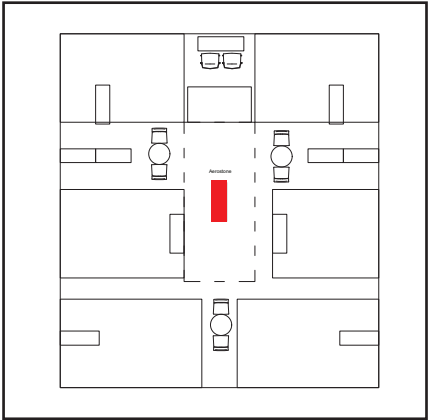


FRONT

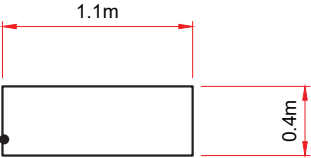


RIGHT SIDE

INDEX DUBAI 2025
PHILIPPINE PAVILION
PANEL 2



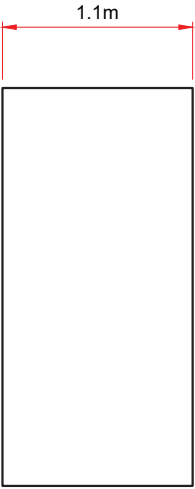
1 unit - Wood Framing cladded by 1/2 plywood painted



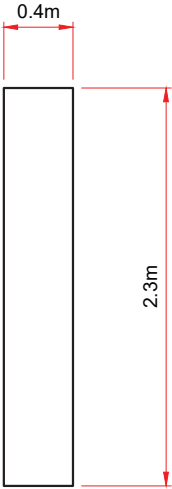
TOP



LEFT SIDE

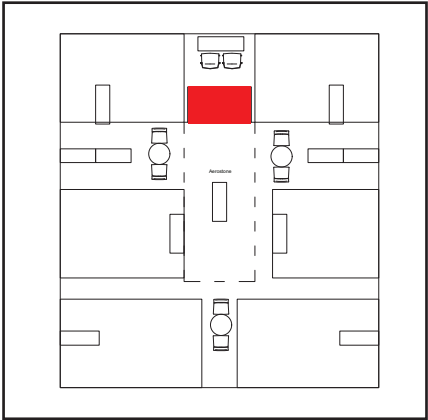


FRONT

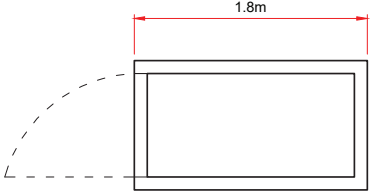


RIGHT SIDE

INDEX DUBAI 2025
PHILIPPINE PAVILION
STORAGE



1 unit - Wood Framing clad by 1/2 plywood painted

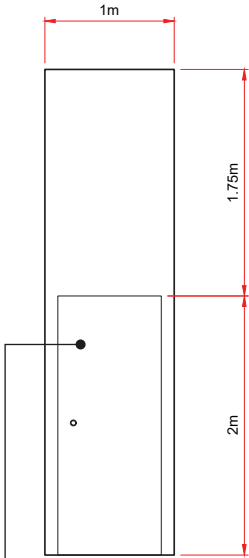


TOP

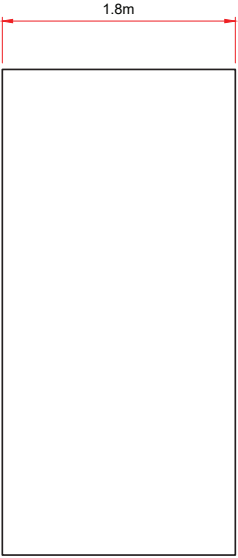
PANTONE®
16-1110 TCX
Olive Gray

PANTONE® FHI Cotton TCX 2801

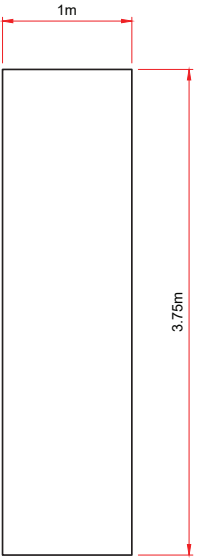
L*a*b*	64 2 18
sRGB	166 153 122
HEX	A6997A
Library Book Page	68



LEFT SIDE



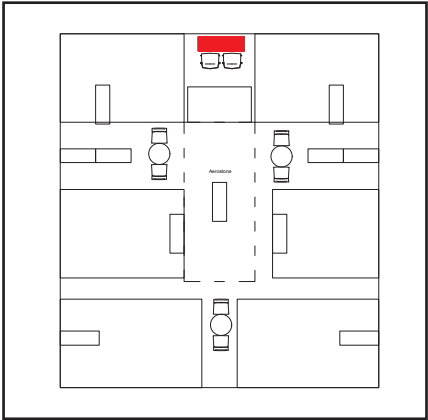
FRONT



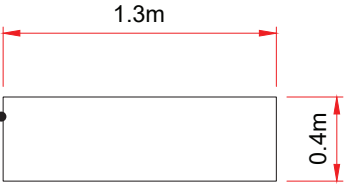
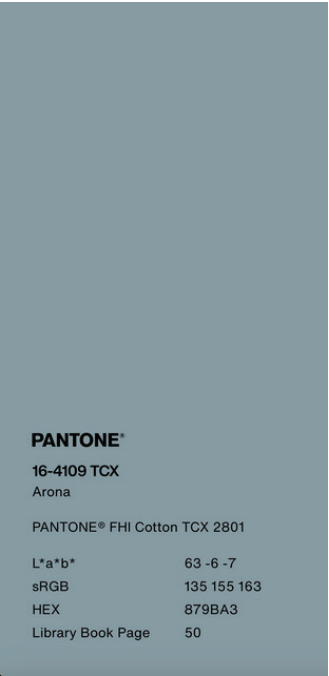
RIGHT SIDE

Lockable door

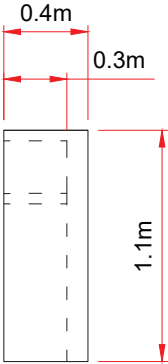
INDEX DUBAI 2025
PHILIPPINE PAVILION
COUNTER



1 unit - Wood Framing clad by 1/2 plywood painted



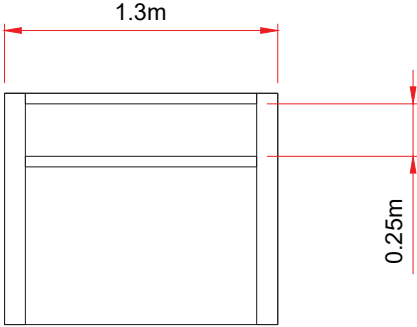
TOP



LEFT SIDE

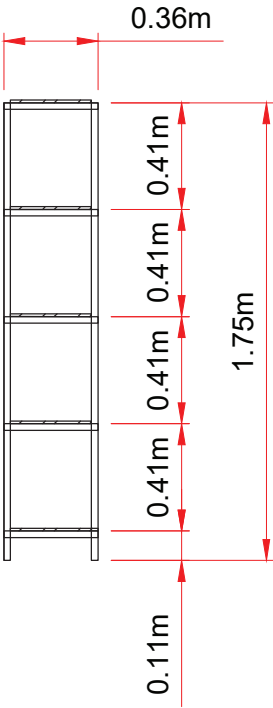
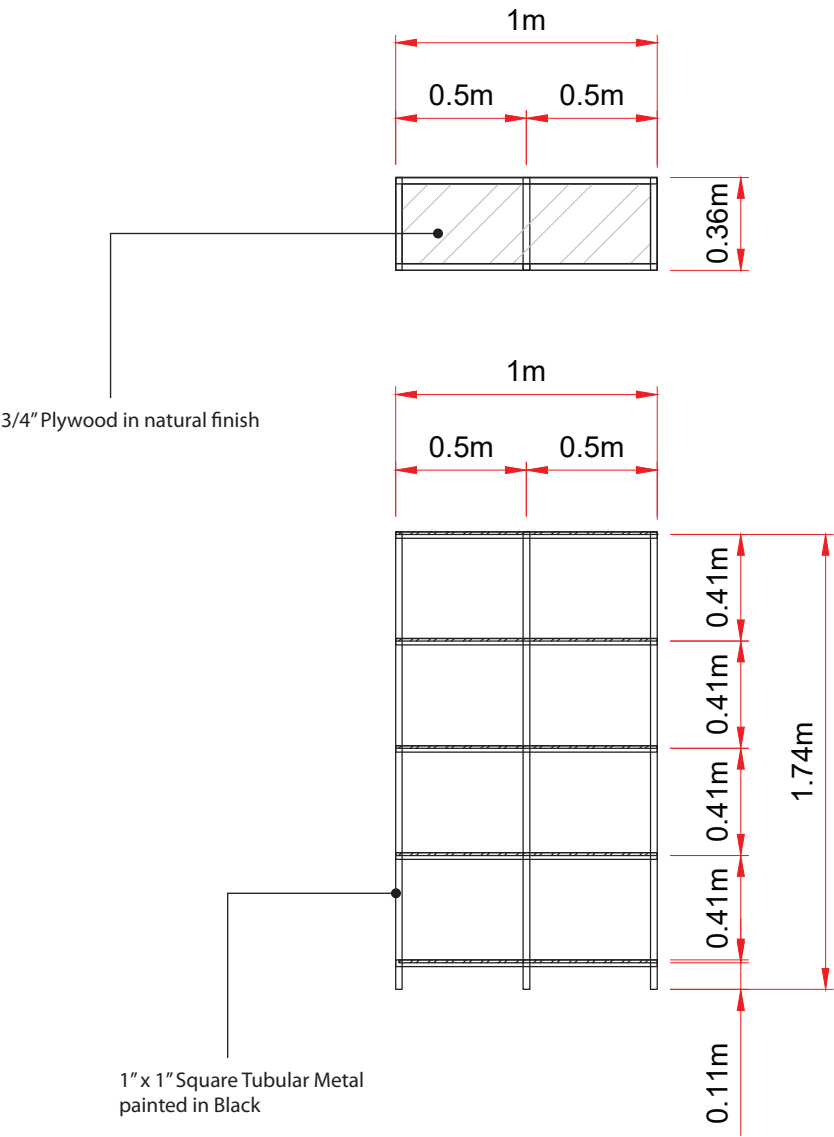
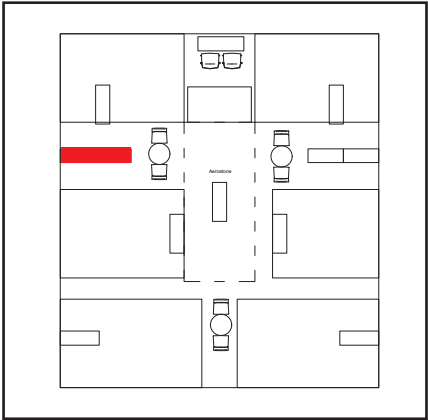


FRONT

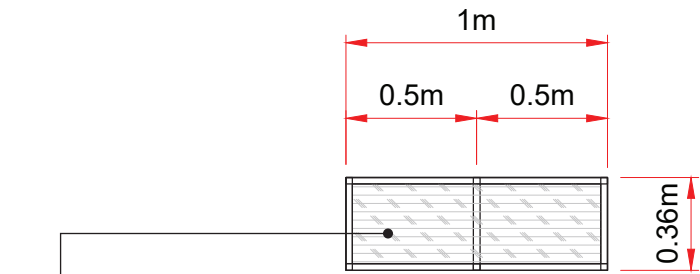
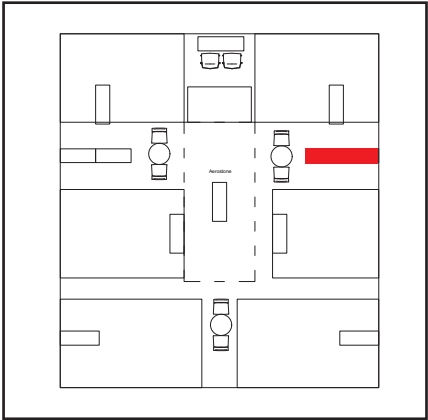


RIGHT SIDE

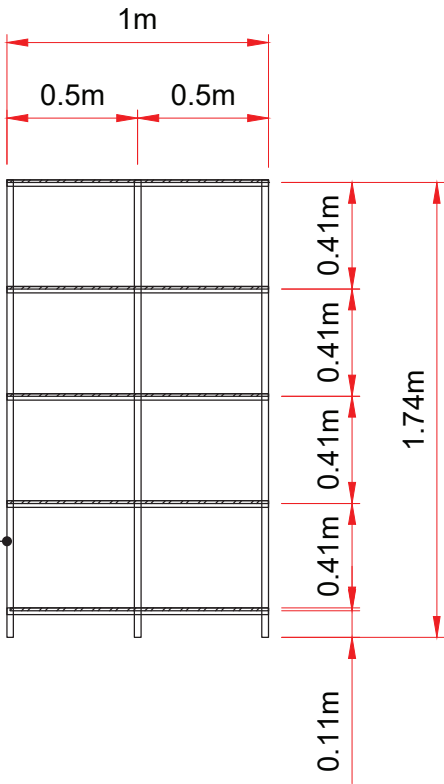
INDEX DUBAI 2025
PHILIPPINE PAVILION
METAL SHELVING (WOOD)



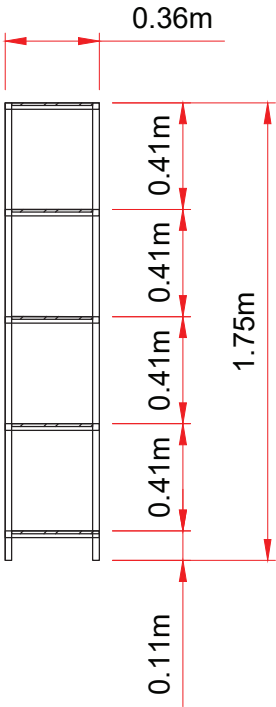
INDEX DUBAI 2025
PHILIPPINE PAVILION
METAL SHELVING (GLASS)




3/8" thk Glass



1" x 1" Square Tubular Metal
painted in Black



INDEX DUBAI 2025
PHILIPPINE PAVILION
FURNITURE



What are you looking for?

Hej! Log in or sign up

Products

Offers

Rooms







Trends & News


IKEA Family

Customer service

IKEA Food

More





All media

View in 3D

FRÖSVI

Folding chair, black

Dhs95

Price incl. VAT

★★★★ (1)

Choose colour

Black

Must be completed with

BRÅMÖN

Chair pad, 34x34x1.0 cm

Dhs4.95

How to get it

Delivery

Available

In store


Check in-store stock

Add to bag

IKEA FRÖSVI - 6 UNITS




LINK: <https://www.ikea.com/ae/en/p/froesvi-folding-chair-black-10534318/#content>

INDEX DUBAI 2025
PHILIPPINE PAVILION
FURNITURE



What are you looking for?

Hej! Log in or sign up



Products

Offers

Rooms








Trends & News


IKEA Family



Customer service

IKEA Food

More





 All media View in 3D

STENSELE


Table, anthracite/anthracite, 70 cm

Dhs **445**


Price incl. VAT

Extra STENSELE tabletops available, sold separately.

How to get it

 Delivery

Available


 In store

Check in-store stock

Add to bag

Any questions about this product?

Talk to our product specialist




37 people have viewed this product today

IKEA STENSELE - 3 UNITS

LINK: <https://www.ikea.com/ae/en/p/stensele-table-anthracite-anthracite-s79288230/>


INDEX DUBAI 2025
PHILIPPINE PAVILION
FURNITURE




What are you looking for?


Help Log in or sign up


ProductsOffersRoomsTrends & NewsIKEA FamilyCustomer serviceIKEA FoodMore





Top seller

















All mediaView in 3D

STIG

Bar stool with backrest, black/black, 74 cm

Dhs69

Price incl. VAT

★★★★☆ (11)

How to get it

Delivery

Available

In store

Check in-store stock

Add to bag

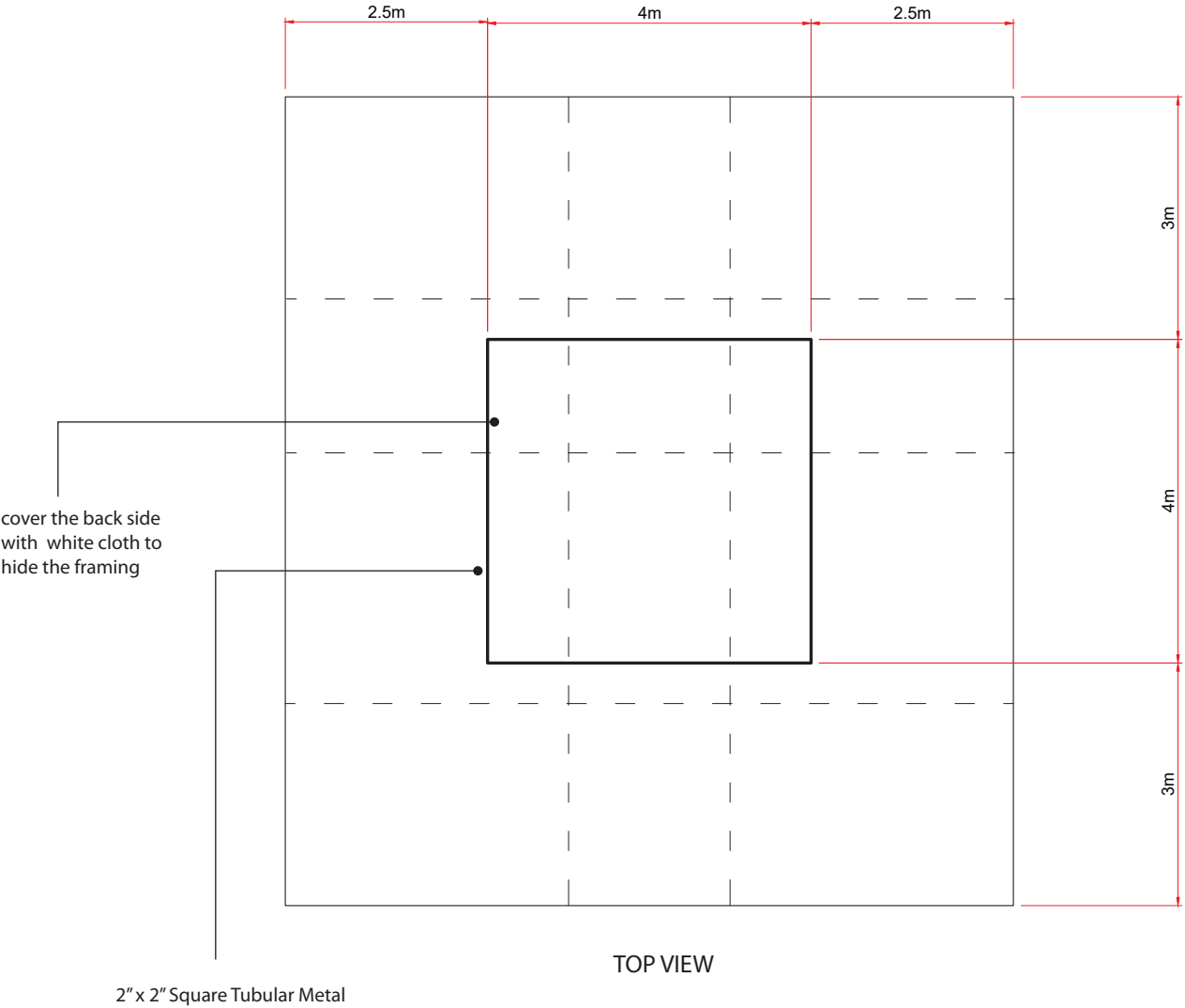
Any questions about this product?

Talk to our product specialist

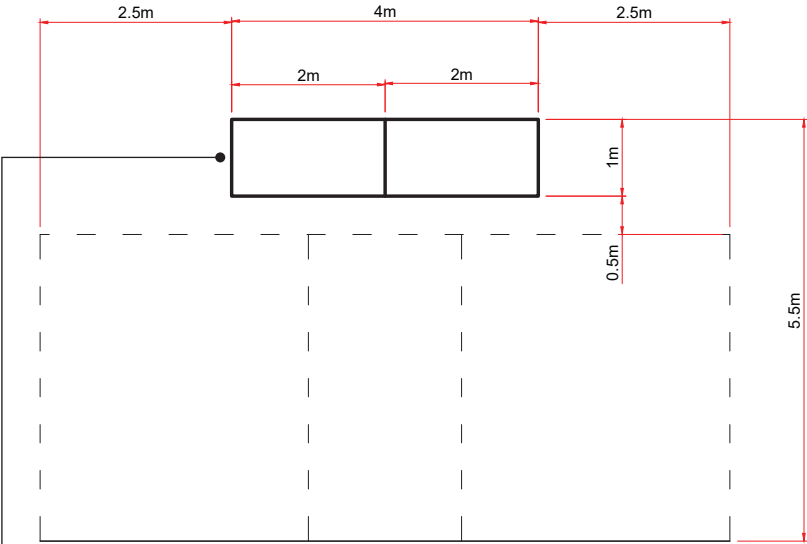
IKEA STIG - 2 UNITS

LINK: <https://www.ikea.com/ae/en/p/stig-bar-stool-with-backrest-black-black-70498421/>

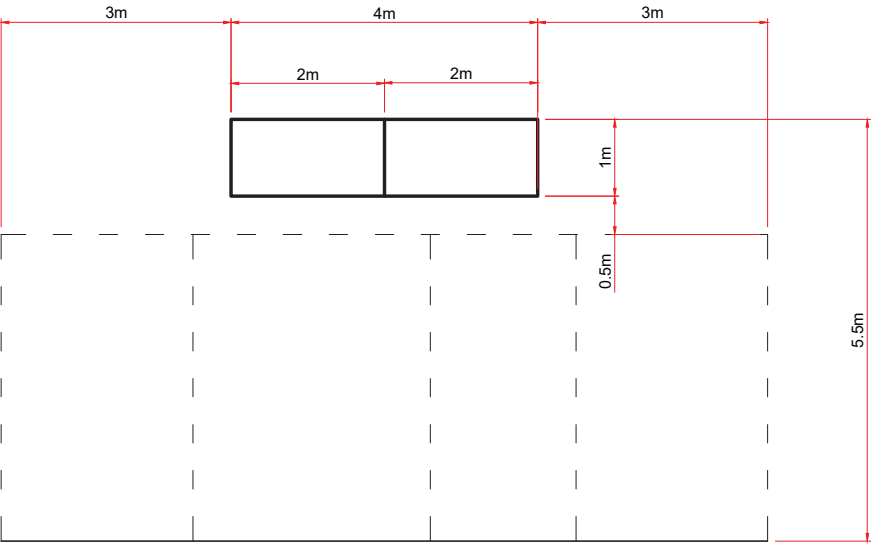
INDEX DUBAI 2025
PHILIPPINE PAVILION
HANGING SIGNAGE



INDEX DUBAI 2025
PHILIPPINE PAVILION
HANGING SIGNAGE



FRONT VIEW



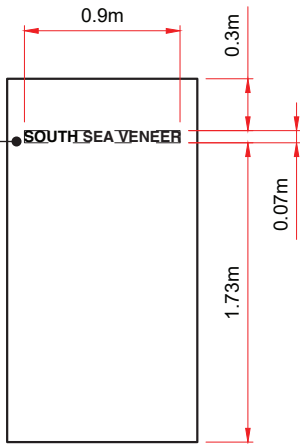
RIGHT SIDE VIEW

2" x 2" Square Tubular Metal

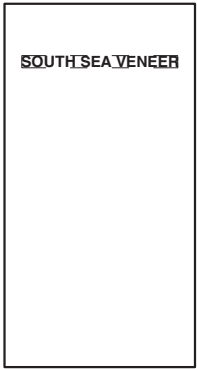
PANEL 1
6 sets



TOP



FRONT



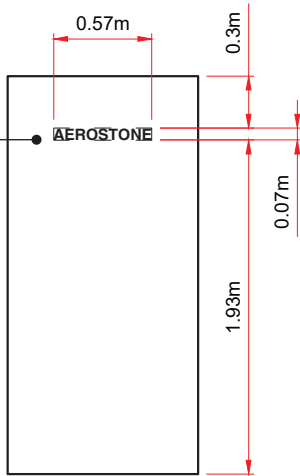
REAR

Printable Sticker cutout

PANEL 2
1 set



TOP



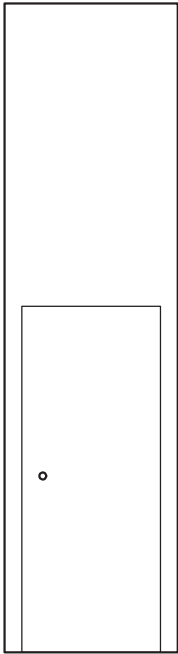
FRONT



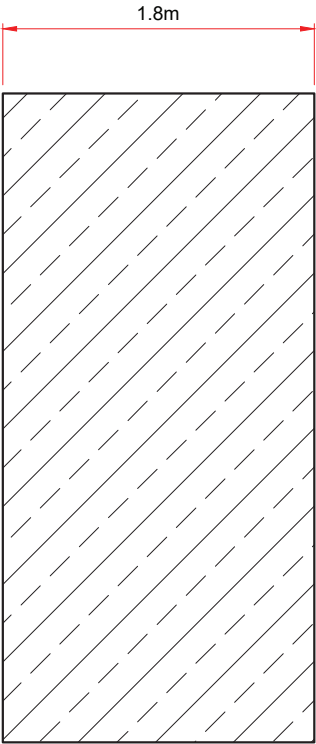
REAR

Printable Sticker cutout

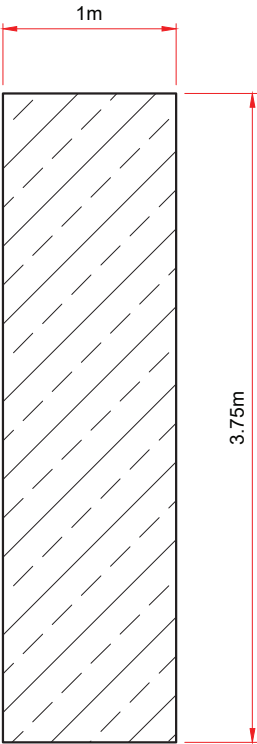
INDEX DUBAI 2025
PHILIPPINE PAVILION
GRAPHICS - STORAGE
1 set



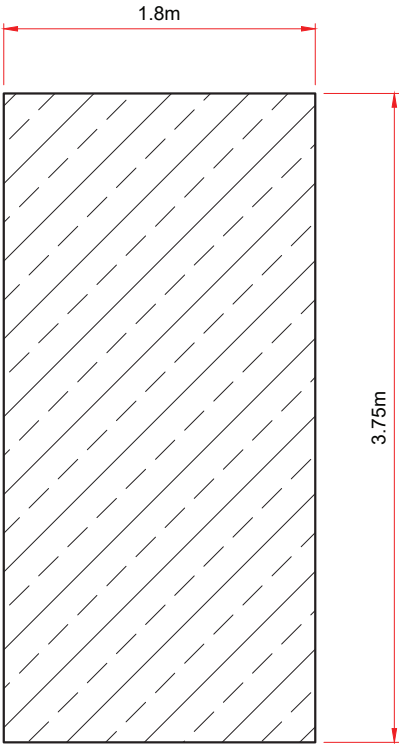
LEFT SIDE



FRONT



RIGHT SIDE

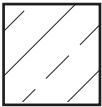
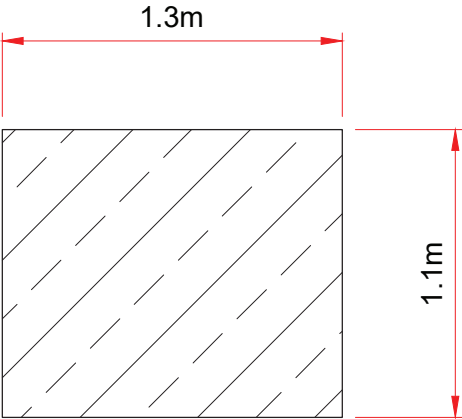


REAR



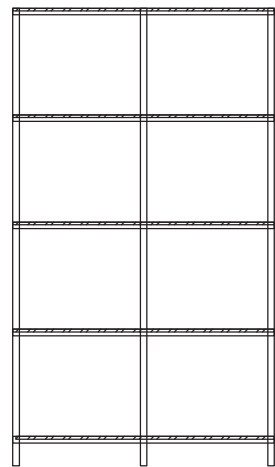
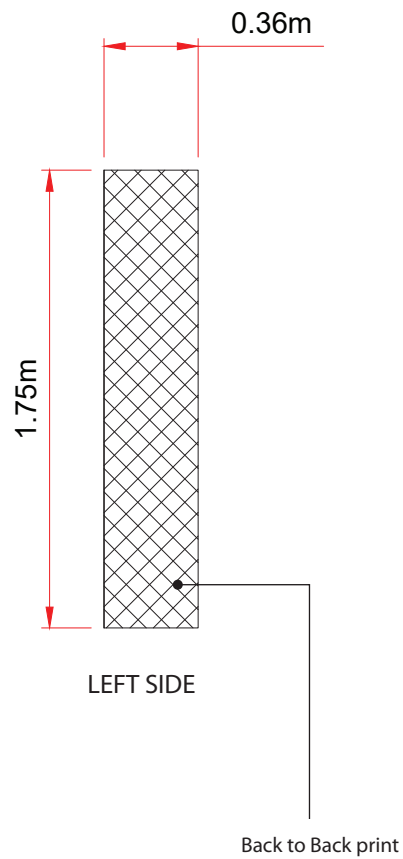
Printable Sticker

INDEX DUBAI 2025
PHILIPPINE PAVILION
GRAPHICS - COUNTER
1 set

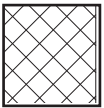


Printable Sticker

INDEX DUBAI 2025
PHILIPPINE PAVILION
GRAPHICS - METAL SHELVING
4 sets

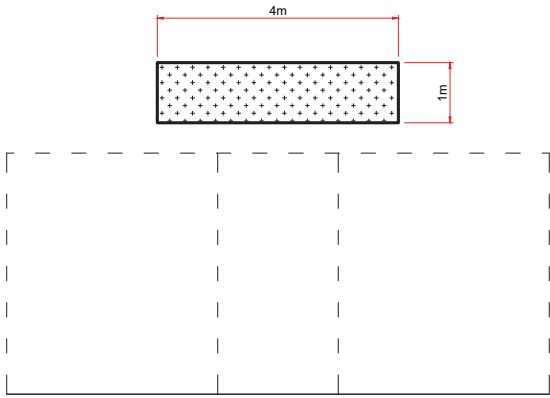


FRONT

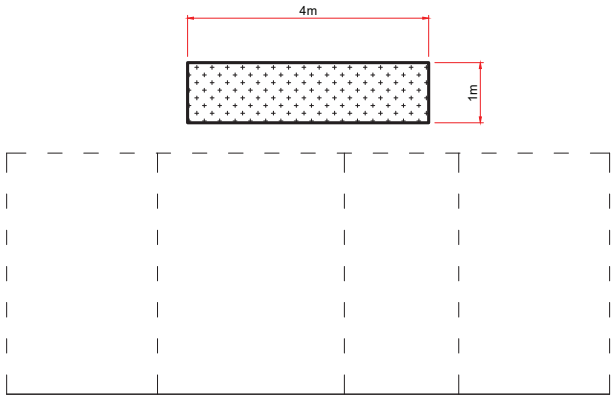


Printable Sticker mounted on sintraboard

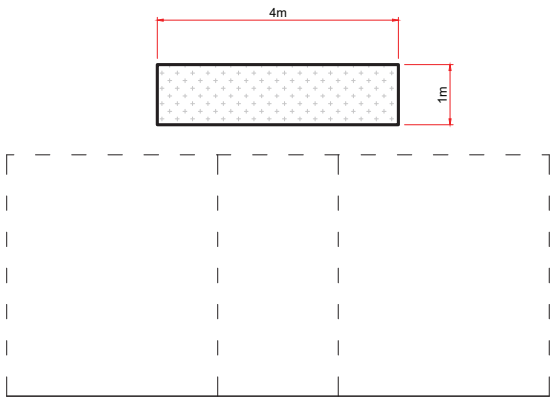
INDEX DUBAI 2025
PHILIPPINE PAVILION
GRAPHICS - HANGING SIGNAGE
1 set



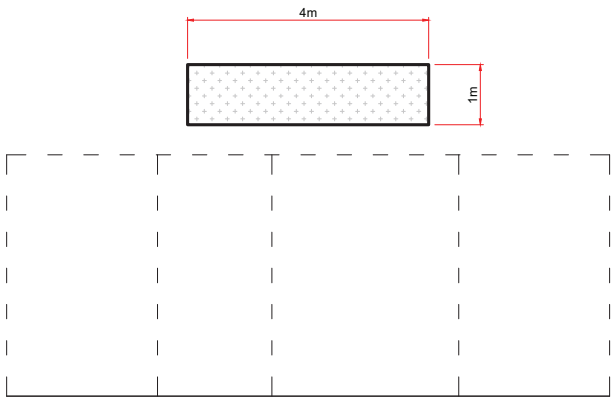
FRONT VIEW



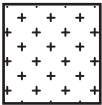
RIGHT SIDE VIEW



REAR VIEW

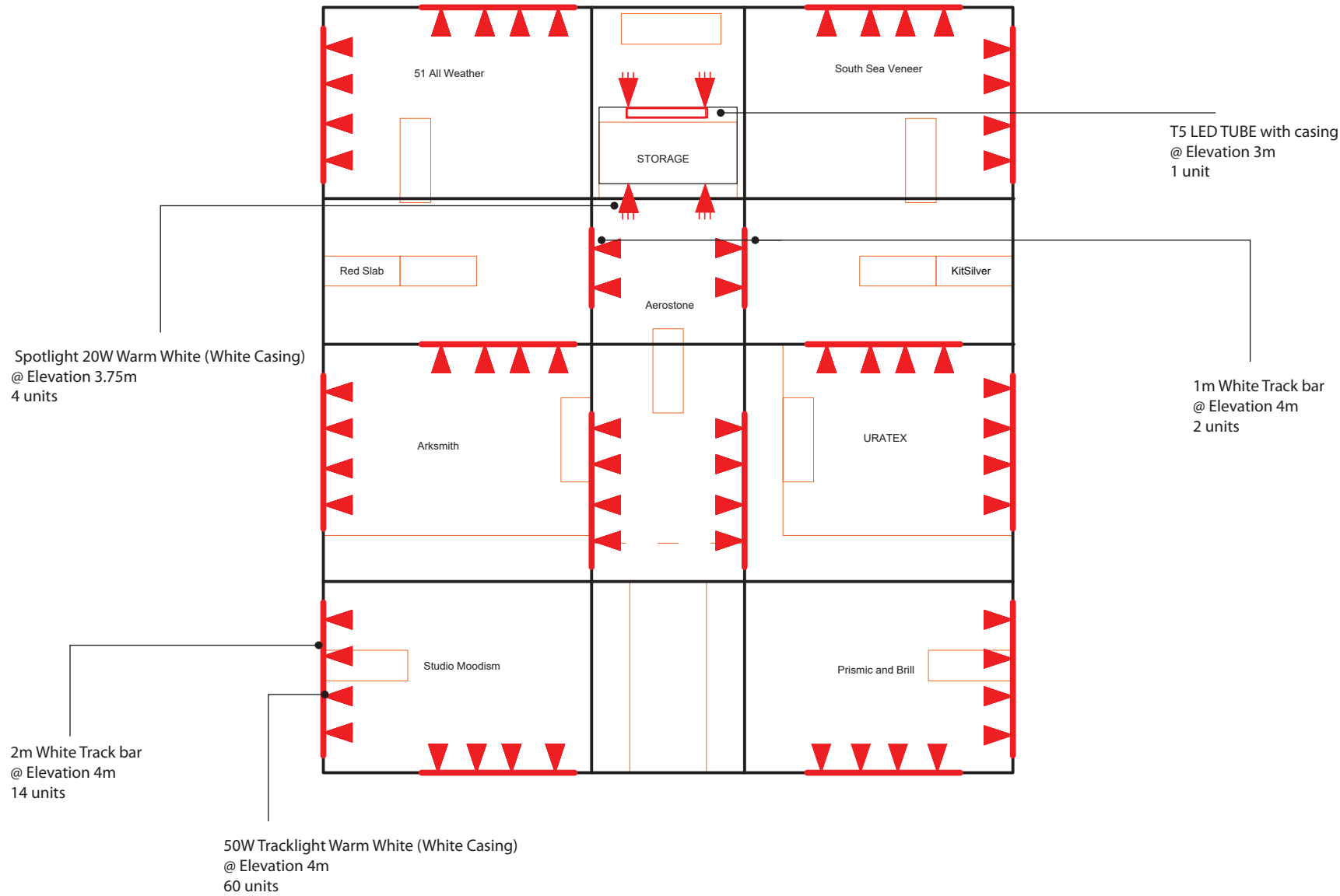


LEFT SIDE VIEW



Tarpaulin Print

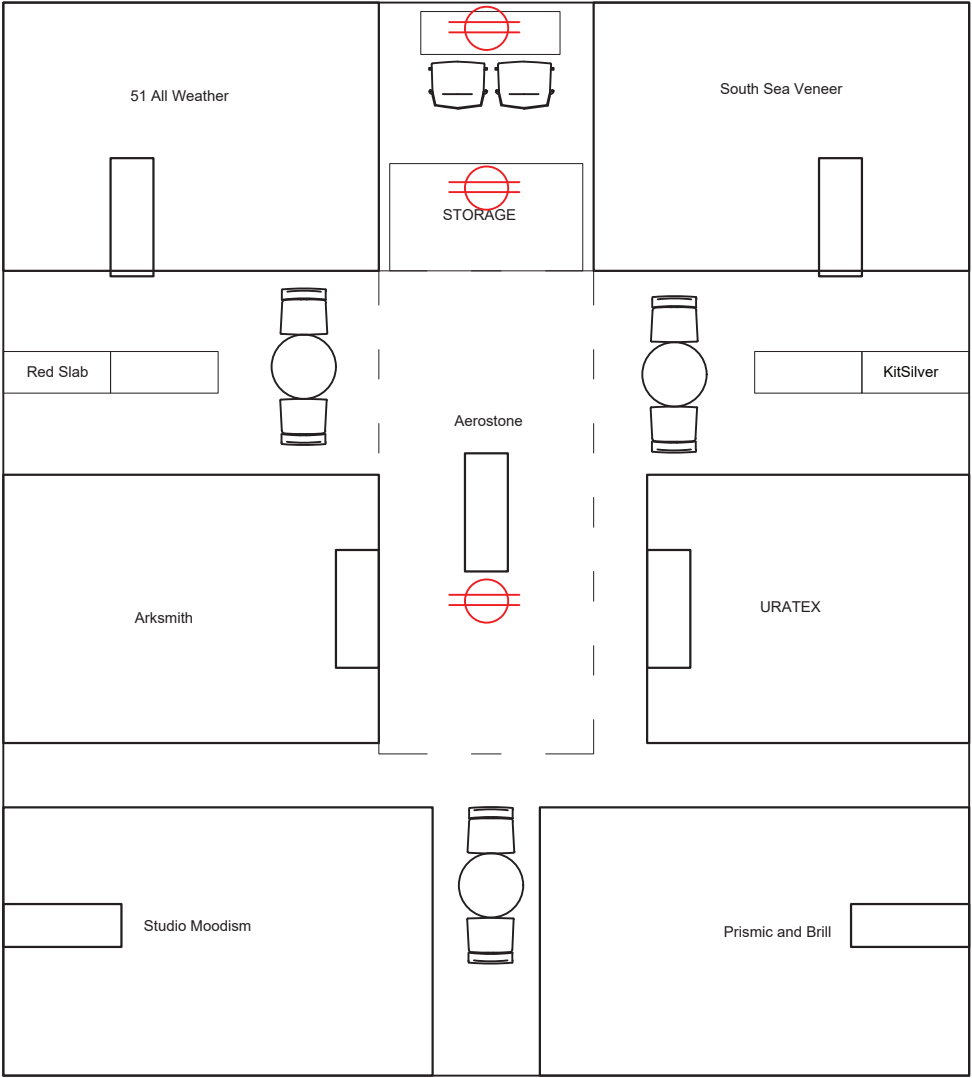
INDEX DUBAI 2025
PHILIPPINE PAVILION
LIGHTING



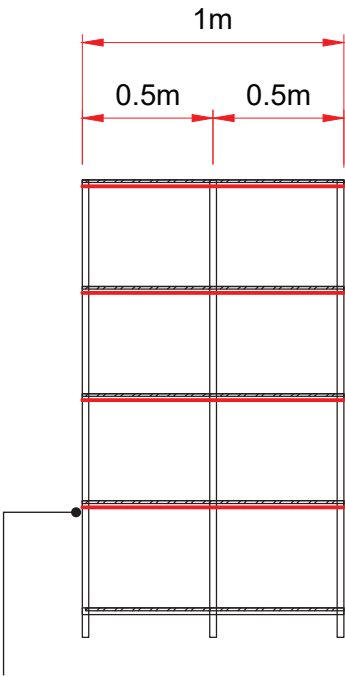
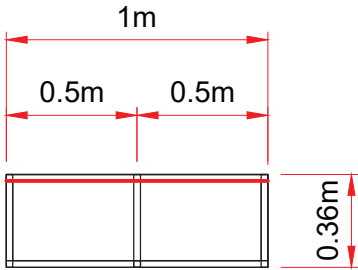
INDEX DUBAI 2025

PHILIPPINE PAVILION

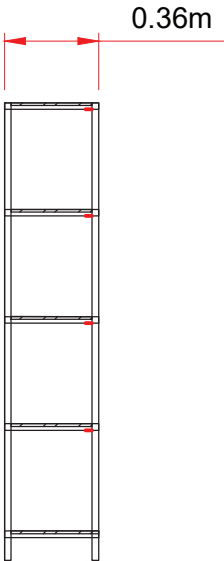
ELECTRICAL



INDEX DUBAI 2025
PHILIPPINE PAVILION
LIGHTING - METAL SHELVING
4 sets



LED STRIP LIGHT (WARM WHITE)



INDEX DUBAI 2025
PHILIPPINE PAVILION
CHECKLIST

I. STRUCTURE & FABRICATION		TOTAL QTY.
I.A.) FLOORING - WHITE & GRAY FELT CARPET		120 sqm
I.B.) PANEL 1		6 UNITS
I.C.) PANEL 2		1 UNIT
I.D.) STORAGE		1 UNIT
I.E.) B.I. PIPE AND SWIVEL CLAMP STRUCTURE		1 LOT
I.F.) RECEPTION COUNTER		1 UNIT
I.G.) METAL SHELVING		4 UNITS
II. ELECTRICALS & LIGHTING		
II.A.) 2M WHITE TRACKBAR		14 UNITS
II.B.) 1M WHITE TRACKBAR		2 UNITS
II.C.) 50W WHITE TRACKLIGHT -WARM WHITE (WHITE CASING)		60 UNITS
II.D.) WHITE SPOTLIGHT 20W - WARM WHITE (WHITE CASING)		4 UNITS
II.E.) 3 GANG CONVINIENCE OUTLET		3 UNITS
II.F.) CIRCUIT BREAKER (CONTRACTOR TO PROVIDE RATING & LOCATION) (LIGHTING & CONVENIENCE OUTLET)		2 UNITS
II.G.) ELECTRICAL CONSUMPTION (INGRESS & EVENT)		1 LOT
II.H.) T5 LED TUBE WITH CASING		1 SET
II.I.) LED STRIP LIGHT (WARMWHITE)		20SQM
III. FURNITURE & EQUIPMENT RENTAL		
III.A.) IKEA FRÖSVI (CHAIR)		6 UNITS
III.B.) IKEA STENSELE (ROUND TABLE)		3 UNITS
III.C.) IKEA STIG (BAR STOOL)		2 UNITS
III.D.) MEDIUM SIZE TRASHBIN WITH LID AND GARBAGE BAG		1 UNIT
III.E.) HOT & COLD WATER DISPENSER BOTTOM LOAD(FLOOR STANDING)		1 UNIT
III.F.) WATER GALLON PER DAY (5 GAL./DAY)		15 GAL.
III.G.) COMMERCIAL COFFEE MAKER (100 CUPS)		1 SET
III.H.) PAPER CUPS & STIRRER		600 CUPS/SET
III.I.) COFFEE BAG, CREAMER & SUGAR WITH CONDIMENTS ORGANIZER (ANY BRAND)		6 BAGS
IV. GRAPHICS & LETTER CUT-OUTS		
IV.A.) PRINTABLE STICKER CUT-OUT		2 SQM
IV.B.) PRINTABLE STICKER		20 SQM
IV.C.) PRINTABLE STICKER MOUNTED ON FOAMBOARD		20 SQM
IV.E.) TARPAULIN PRINT		18 SQM
V.F.) BAMBOO WOOD STICKER (CLADDING TO B.I. PIPE)		20 SQM
V. OTHERS		
V.A.) MANPOWER SUPPLY FOR THE INSTALLATION OF 20 TO 30 PRODUCTS		1 LOT