

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-2025-0209

**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:

**HIRING OF VEHICLE FOR THE PH MARKET
SENSING MISSION/SDG ASIA DELEGATES FROM
10-14 SEPTEMBER 2025**

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

TOTAL APPROVED BUDGET FOR THE CONTRACT:
PHP52,200.00 PER DAY OR A TOTAL OF PHP261,000.00

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)

Date: 25 July 2025

Company Name: _____

RFQ No.: 2025-0209

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.

Schedule of Bidding in Philippine Standard Time:		
Deadline of Submission of Quotations: <u>30 July 2025</u>	Time: <u>05:00PM</u>	
Schedule of Opening of Bids: <u>31 July 2025</u>	Time: <u>02:00PM</u>	Venue: <u>ZOOM</u>
Schedule of Bidding in China Standard Time:		
Deadline of Submission of Quotations: <u>30 July 2025</u>	Time: <u>05:00PM</u>	
Schedule of Opening of Bids: <u>31 July 2025</u>	Time: <u>02:00PM</u>	Venue: <u>ZOOM</u>

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
1	unit	<p>HIRING OF VEHICLE FOR THE PH MARKET SENSING MISSION/SDG ASIA DELEGATES FROM 10-14 SEPTEMBER 2025</p> <p>TOTAL APPROVED BUDGET FOR THE CONTRACT: <u>PHP52,200.00 PER DAY OR A TOTAL OF PHP261,000.00</u></p> <p>Date Needed / Delivery Date: 10 September 2025</p> <p>Project: PH Market Sensing Mission in Taiwan and Visit to SDG Asia 2025 Purpose: To provide transportation for delegates during the Market Sensing Mission Needed: One (1) unit 40-seater air-conditioned bus Date of Use: 10-14 September 2025; 10 hours per day Location: Taipei, Taiwan Number of Days Needed: 5 days</p> <p>Scope of Services / Inclusions:</p> <ol style="list-style-type: none"> 1. Driver with required license 2. Fuel / toll fees 3. Parking fees 4. Standby or overtime fee (if needed) 5. Pick-up and Drop-off points 6. Clean and well-maintained vehicle 		

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: _____