

# JOB ORDER

CITEM.STR.FR.006



## CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue

1300 Pasey 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:

2025-0359

JO Date:

05/21/2025

PAGE

1

PR No.:

2025-0359

PR Date:

05/16/2025

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

ADDRESS 324 NAVY ROAD VETERANS VILLAGE, BRGY. HOLY SPIRIT, QUEZON CITY

MODE OF PROCUREMENT Small Value Procurement

DELIVERY TERM

PAYMENT TERM 30 days

PLACE OF DELIVERY

DATE OF DELIVERY

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>SUPPLY, INSTALLATION, DISMANTLING OF ALUMINUM SYSTEM-BASED PAVILION FOR IMPLEMENTING AGENCIES IN IFEX PHILIPPINES 2025</b>			Php450,000.00
<b>I. FLOORING</b>			
a. Charcoal Grey Carpet 3.00m x 18.00m	54sqm		
<b>II. MAIN STRUCTURE</b>			
a. Aluminum System Based Structure 1.50m x 18.00 x 3.00m HT	1 lot		
b. Custom Counter in ¾ Plywood with 2" x 2" KD framing in white semi gloss	14 units		
<b>III. FURNITURE (RENTAL)</b>			
a. White Barstool	14 units		
<b>IV. GRAPHICS (PURCHASE)</b>			
a. Tarpaulin with print	65sqm		
b. Printable sticker Cut-out	5sqm		
c. Lighted Panaflex graphics (2.00m x 6.00m)	2 sets		
<b>V. EQUIPMENT (RENTAL)</b>			
a. Hot and Cold Water Dispenser (5 gallons per day)	1 lot		
<b>VI. LIGHTING &amp; ELECTRICAL (RENTAL)</b>			
a. 15-20 watts LED Spotlight (white casing)	12 units		
b. Fluorescent lamp	2 units		
c. 3 gang convenience outlet	16 units		
d. Wirings, conduits	1 lot		
<b>VII. LOGISTIC</b>			
Delivery, Installation and Dismantling			
Manpower onsite duty during Event Show			

TOTAL AMOUNT IN WORDS: FOUR HUNDRED FIFTY THOUSAND PESOS

Php450,000.00

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 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 MARPURI

Department Manager, Corporate Services Dept.

CONFORME: Alma P. Sulabes

*[Signature]*

Name & Signature of Contractor/Supplier

Date

BUR No. IFEX-23250787

DATE 5/26/2025

AMOUNT P 450,000.00

Funds Available:

WILMA G. DULAY

OIC-Chief Controllorship

Recommended by:

MA. LOURDES D. MEDIRAN

Deputy Executive Director

ROWENA G. MENDOZA

Department Manager, CBD

Approved by:

ROMLEAH JULIET P. OCAMPO

EXECUTIVE DIRECTOR