Republic of the Philippines
Department of Trade and Industry
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Likhang Filipino Exhibition Halls, International Trade Center Complex
(formerly PhilTrade), Roxas Blvd., Pasay City

Solicitation No.: CITEM-2026-0316

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:

INSTALLATION, DISMANTLING AND HAULING OF BOOTH ENHANCEMENTS FOR PHILIPPINE PARTICIPATION IN SDG ASIA 2026

(Please see attached Request for Quotation Form, Location Map, Floor Plan, Booth Design, Technical Drawing and Checklist for more details.)

APPROVED BUDGET FOR THE CONTRACT: PHP300,000.00

In the event that two (2) or more bidders are post-qualified as the Lowest Calculated and Responsive Bidder (LCRB), the CITEM-BAC shall determine the winning bidder through a draw lots procedure, which shall serve as a non-discretionary and non-discriminatory method of chance in accordance with GPPB Circular No. 04-2026.

In the event of any discrepancy in the bid offers of the bidders, the CITEM-BAC shall resolve such discrepancy in accordance with the guidelines prescribed under Section 61.2.3 of Republic Act No. 12009.

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

[redacted]

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

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Likhang Filipino Exhibition Halls, International Trade Center Complex
(formerly PhilTrade), Roxas Blvd., Pasay City
Tel.: (632) 8-831-2201 local 309 E-mail: citembac@citem.com.ph

REQUEST FOR QUOTATION
(OVERSEAS PROCUREMENT)

Date: 19 August 2026

Company Name: _____

RFQ No.: 2026-0316

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: **24 August 2026**		*Time:* **01:00PM**
Schedule of Opening of Bids: **24 August 2026**	*Time:* **02:00PM**	*Venue:* **ZOOM**

Schedule of Bidding in National Standard Time:		
Deadline of Submission of Quotations: **24 August 2026**		*Time:* **01:00PM**
Schedule of Opening of Bids: **24 August 2026**	*Time:* **02:00PM**	*Venue:* **ZOOM**

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNTS
1	lot	**INSTALLATION, DISMANTLING AND HAULING OF BOOTH ENHANCEMENTS FOR PHILIPPINE PARTICIPATION IN SDG ASIA 2026** TOTAL APPROVED BUDGET FOR THE CONTRACT: PHP300,000.00 **Date Needed / Delivery Date:** Ingress: August 25-26, 2026 Event Proper: September 27-29, 2026 Egress: September 29, 2026 **Booth Details:** - Total Area: 27 sq.m. - Location: Taipei World Trade Center, Taiwan **Inclusions:** 1. Installation, Dismantling and Hauling 2. Graphics printing and installation 3. Cost must include all applicable taxes **Scope of Work:** **A. Installation of Enhancements** 1. Ensure high-quality materials are used for durability and visual appeal. 2. Supervise the installation and ensure the booth is ready before the trade show 3. Ensure adherence to international safety and environmental standards **B. Dismantling** 1. Oversee the dismantling of the booth after the trade show, ensuring all materials are handled properly. **C. On-site Support** 1. Provide technical support and on-site assistance during the trade show for any booth-related issues or adjustments. 2. Ensure the booth maintains its quality and functionality throughout the event. 3. Provide high-resolution photos of the fully completed Pavilion before event proper as part of the turnover process. ***(Please see attached Location Map, Floor Plan, Booth Design, Technical Drawing and Checklist for more details.)***	*Note: Please indicate **bid offer per quantity (QTY).***	*Note: Please indicate **total bid offer**.*

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: _____

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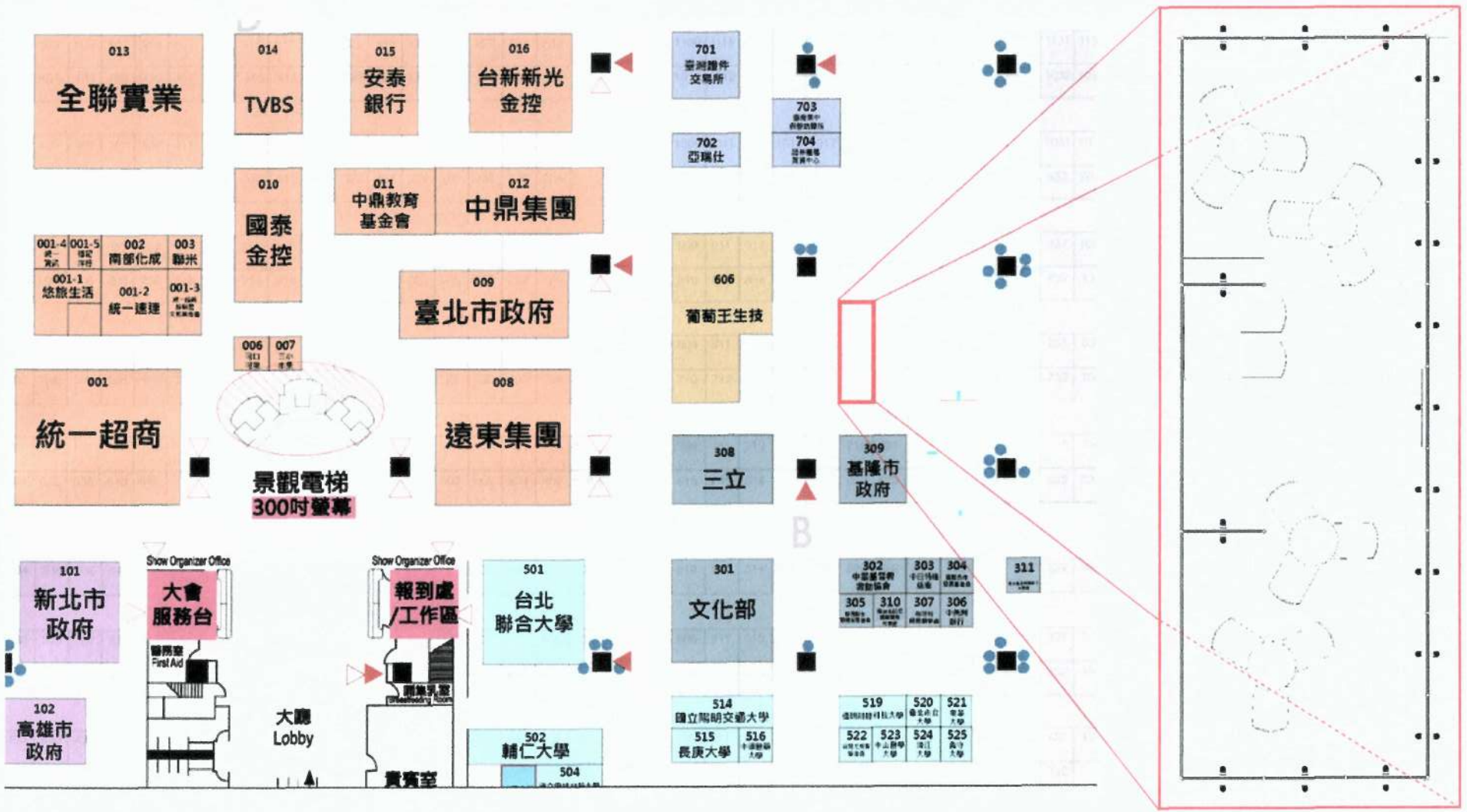
2026 5th SDG ASIA

PHILIPPINES PARTICIPATION

LOCATION MAP

PHILIPPINES - CITEM BOOTH



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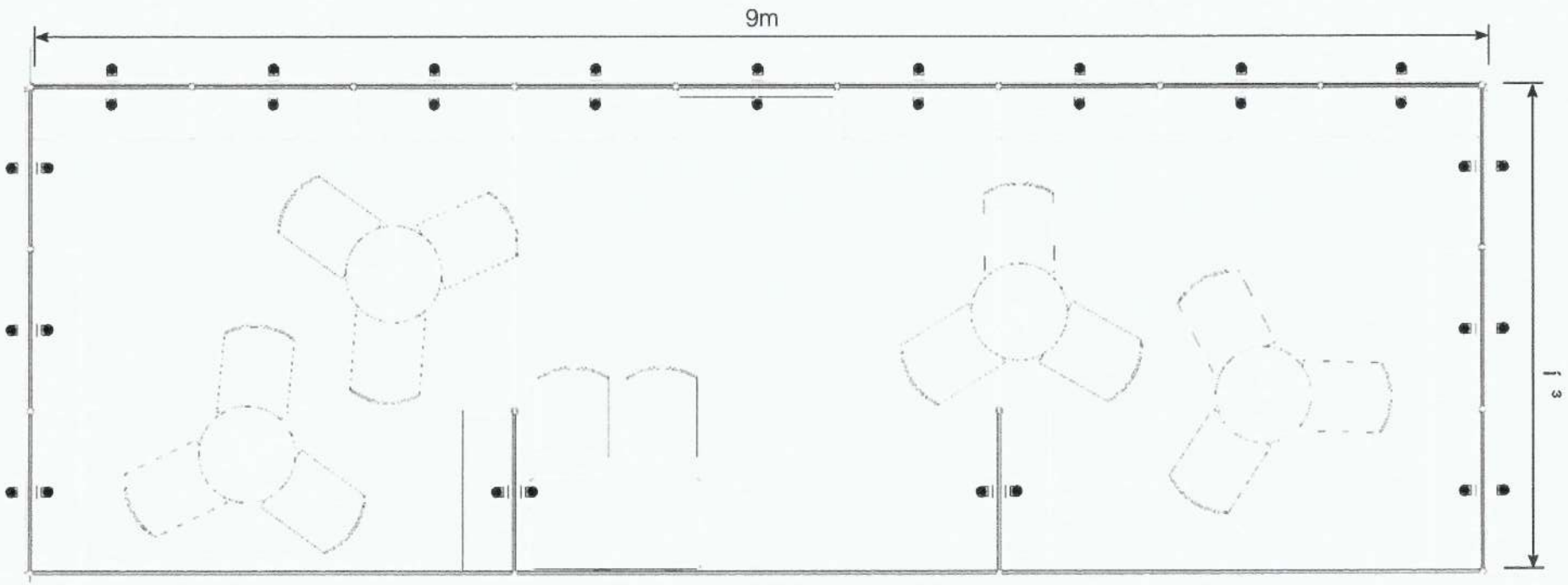
SDG ASIA 2026

PHILIPPINES- CITEM BOOTH

FLOOR PLAN



Total Exhibitors: 14

28 pcs - Wall Shelves (2 per exhibitor)
14 pcs - Company Name (2 per exhibitor)
4 pcs - Round Table
16 pcs - Chairs
1 pc - Reception Table
1 pc - 42" TV

CITEM EXHIBITION DESIGN DIVISON	PROJECT: SDG ASIA 2026	SHEET CONTENT: DESIGN APPROVAL	DESIGNED BY: JAMES MARTE TIDA - EDD	RECOMMENDING APPROVAL: JOSEPH D. BERNAT DEPARTMENT MANAGER, CCSD	APPROVED BY / COMMENTS: LEAH PULIDO OCAMPO EXECUTIVE DIRECTOR - CITEM
DATE / TIME: 04 AUG 2026	TITLE: PHILIPPINES - CITEM BOOTH	SHEET NO.: 3 / REVISION NO.: 01	RECOMMENDING APPROVAL: NORMAN D. BAGUL-BAGUL DIVISION CHIEF, EDD	RECOMMENDING APPROVAL: ROWENA D. MENDOZA DEPARTMENT MANAGER - CBD	
	LOCATION: TAIPEI WORLD TRADE CENTER, TAIWAN				

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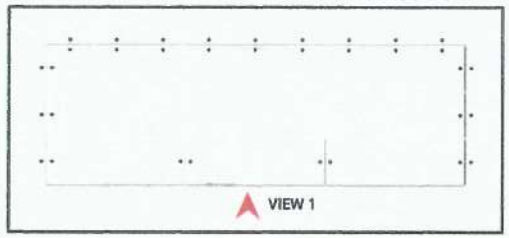
SDG ASIA 2026

PHILIPPINES- CITEM BOOTH

OPTION 2



VIEW 1: FRONT PERSPECTIVE VIEW

CITEM EXHIBITION DESIGN DIVISON	PROJECT: SDG ASIA 2026	SHEET CONTENT: DESIGN APPROVAL	DESIGNED BY: JAMES MARTE, TIDA - EDD	RECOMMENDING APPROVAL: JOSEPH D. BERNAT, DEPARTMENT MANAGER, CCSD	APPROVED BY / COMMENTS: LEAH PULIDO OCAMPO, EXECUTIVE DIRECTOR - CITEM
DATE / TIME: 04 AUG 2026	TITLE: PHILIPPINES - CITEM BOOTH	SHEET NO.: 6 / REVISION NO.: 01	RECOMMENDING APPROVAL: NORMAN D. BACULBAGUL, DIVISION CHIEF, EDD	RECOMMENDING APPROVAL: ROWENA D. MENDOZA, DEPARTMENT MANAGER - CBD	
	LOCATION: TAIPEI WORLD TRADE CENTER, TAIWAN				

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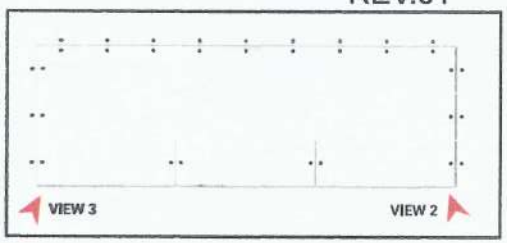


SDG ASIA 2026

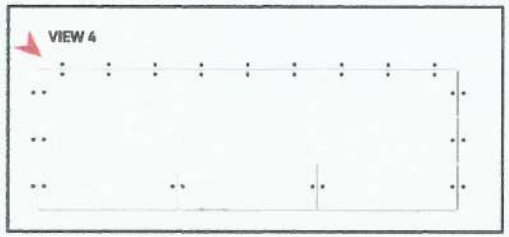
PHILIPPINES- CITEM BOOTH

OPTION 2

VIEW 2: LEFT PERSPECTIVE VIEW

VIEW 3: RIGHT PERSPECTIVE VIEW

EXHIBITION DESIGN DIVISON	PROJECT: SDG ASIA 2026	SHEET CONTENT: DESIGN APPROVAL	DESIGNED BY: JAMES MARTE, TIDA - EDD	RECOMMENDING APPROVAL: JOSEPH D. BERNAT, DEPARTMENT MANAGER, CCSD	APPROVED BY / COMMENTS: LEAH PULIDO OCAMPO, EXECUTIVE DIRECTOR - CITEM
DATE / TIME: 04 AUG 2026	TITLE: PHILIPPINES - CITEM BOOTH	SHEET NO.: 7 / REVISION NO.: 01	RECOMMENDING APPROVAL: NORMAN D. BAGULBAGUL, DIVISION CHIEF, EDD	RECOMMENDING APPROVAL: ROWENA D. MENDOZA, DEPARTMENT MANAGER - CBD	
	LOCATION: TAIPEI WORLD TRADE CENTER, TAIWAN				



FLOOR PLAN
WITH EXHIBITORS'
PLOTTING

VIEW 4: REAR PERSPECTIVE VIEW

EXHIBITION DESIGN DIVISON	PROJECT: SDG ASIA 2026	SHEET CONTENT: DESIGN APPROVAL	DESIGNED BY: JAMES MARTE, TIDA - EDD	RECOMMENDING APPROVAL: JOSEPH D. BERNAT, DEPARTMENT MANAGER, CCSD	APPROVED BY / COMMENTS: LEAH PULIDO OCAMPO, EXECUTIVE DIRECTOR - CITEM
DATE / TIME: 04 AUG 2026	TITLE: PHILIPPINES - CITEM BOOTH	SHEET NO.: 8 / REVISION NO.: 01	RECOMMENDING APPROVAL: NORMAN D. BAGUIBAGUL, DIVISION CHIEF, EDD	RECOMMENDING APPROVAL: RAWENA D. MENDOZA, DEPARTMENT MANAGER - CBD	
	LOCATION: TAIPEI WORLD TRADE CENTER, TAIWAN				

SDG ASIA 2026

PHILIPPINES- CITEM BOOTH

OPTIONS

OPTION 1

OPTION 2

CITEM EXHIBITION DESIGN DIVISON	PROJECT: SDG ASIA 2026	SHEET CONTENT: DESIGN APPROVAL		DESIGNED BY: JAMES MARTE, TIDA - EDD	RECOMMENDING APPROVAL: JOSEPH D. BERNAT, DEPARTMENT MANAGER, CCSD	APPROVED BY / COMMENTS: LEAH PULIDO OCAMPO, EXECUTIVE DIRECTOR - CITEM
DATE / TIME: 04 AUG 2026	TITLE: PHILIPPINES - CITEM BOOTH	SHEET NO: 9	REVISION NO: 01	RECOMMENDING APPROVAL: NORMAN D. BAGULBAGUL, DIVISION CHIEF EDD	RECOMMENDING APPROVAL: ROWENA D. MENDOZA, DEPARTMENT MANAGER - CBD	
	LOCATION: TAIPEI WORLD TRADE CENTER, TAIWAN					

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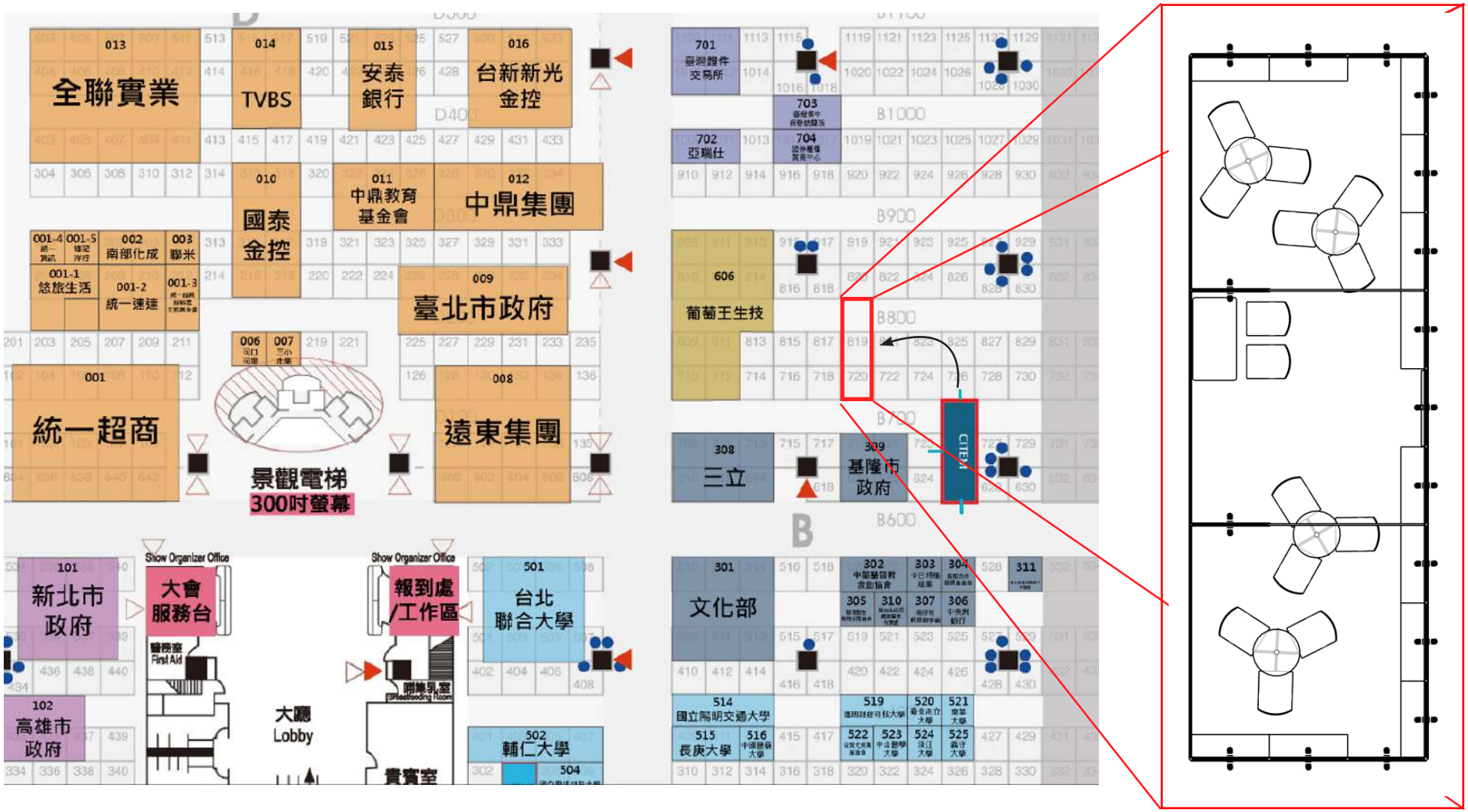
2026 5th SDG ASIA

PHILIPPINE - CITEM PARTICIPATION

LOCATION MAP

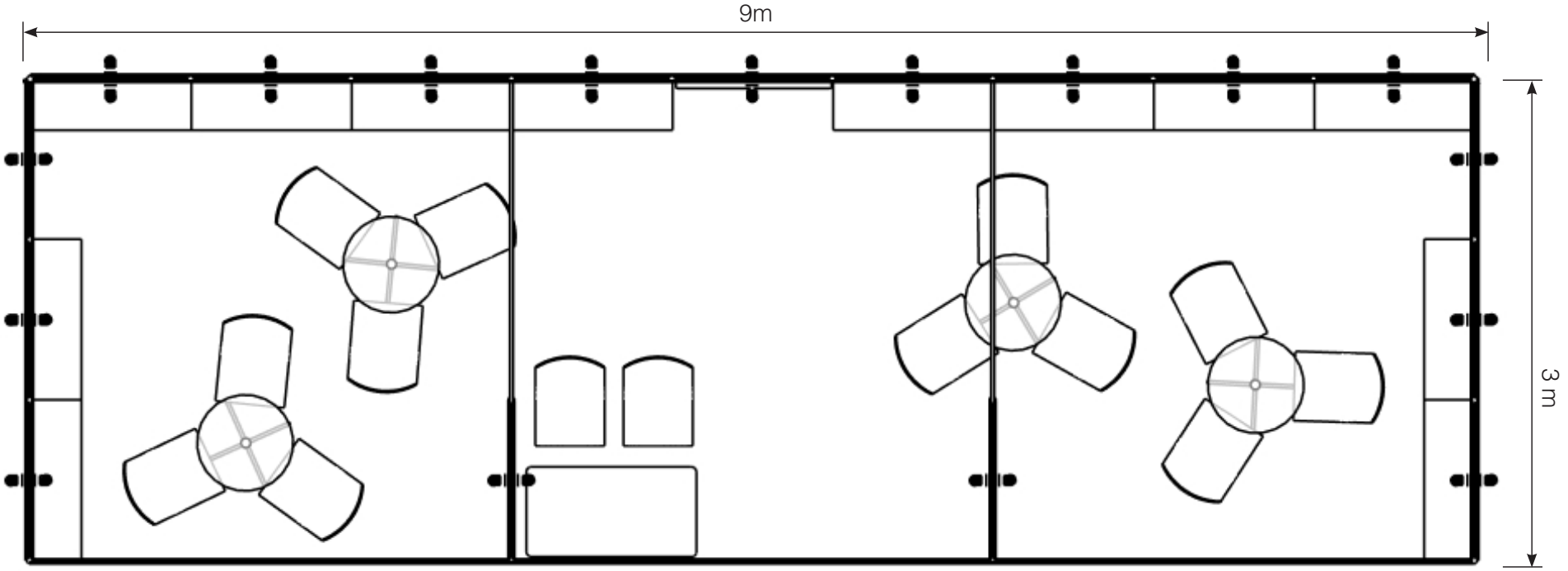
PHILIPPINES - CITEM BOOTH



SDG ASIA 2026

PHILIPPINES- CITEM BOOTH

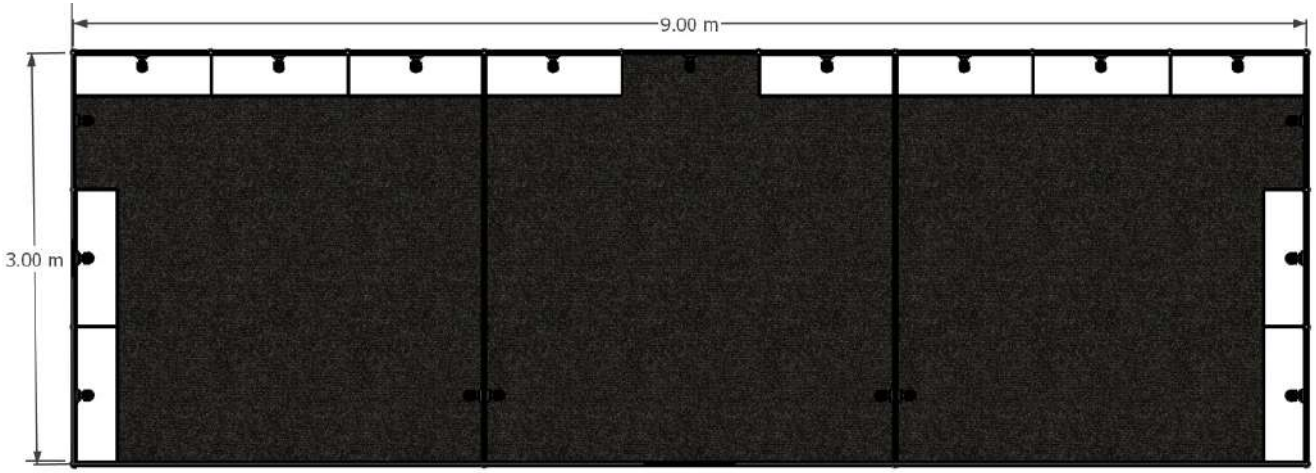
FLOOR PLAN



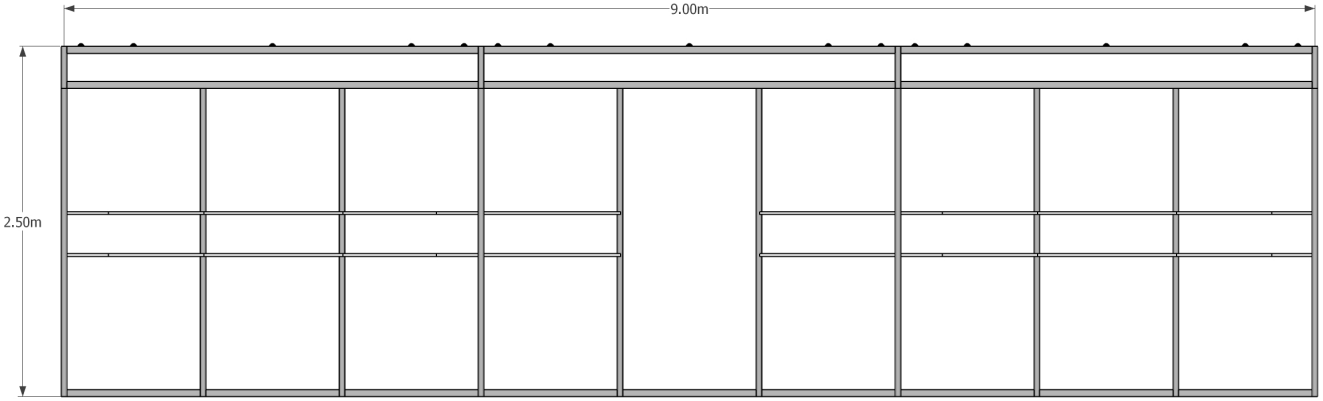
SDG ASIA 2026

PHILIPPINES- CITEM BOOTH

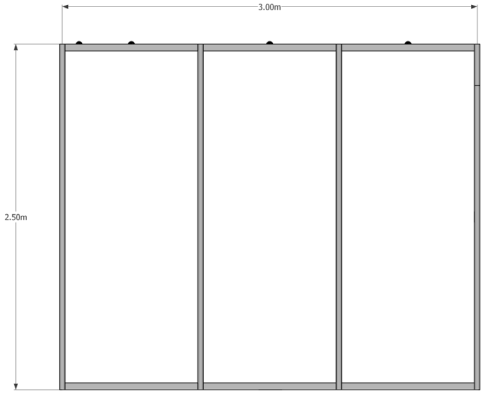
ORTHOGRAPHIC VIEW



TOP VIEW



FRONT VIEW



SIDE VIEW

SDG ASIA 2026

PHILIPPINES- CITEM BOOTH

GRAPHICS

FRONT PERSPECTIVE

TV

REAR PERSPECTIVE

SDG ASIA 2026 - PHILIPPINES CITEM BOOTH			
	Equipment	**Specs**	**Qty**
	Shelf	Flat 100 x 30	24
	Glass round table	includes 3 round chairs	4
	Spotlight	White light 10 watts (same as the free from booth package)	20
	TV wallmount	100 x H70	1
	TV	42" TV, USB	1
	Graphics	Backwall 9m x 2.5m	2
		Side Wall 3m x 2.5m	4
		Fins 1m x 2.5m	4
		Counter 1m x 0.75m	1