

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 Pasay 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: 2025-0065 | JO Date: 1/28/2025 | PAGE 1 of 3 |
| | PR No.: 2025-0065 | PR Date: 1/23/2025 | | |

| | |
|--|---|
| CONTRACTOR/SUPPLIER TINCHIYAH ADVERTISING ADDRESS 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 |
|---|----------|------------|-----------|
| PROJECT: CREATEPHILIPPINES PHASE 02 | | | |
| SUBJECT: PRINTING, DELIVERY, INSTALLATION, DISMANTLING, AND 2-WAY HAULING | | | |
| I. PRINTING, DELIVERY, INSTALLATION, DISMANTLING, AND 2-WAY HAULING | | | |
| a. REGISTRATION | | | |
| a.1 REGISTRATION GRAPHICS (3.60m x 2.40m) Tarpaulin Print on Matte Side | 1 pc | 1,857.60 | 1,857.60 |
| a.2 REGISTRATION STRUCTURE (Linear Meter: 46.20m) 2"x2" KILN Wood Full Framing Structure | 1 pc | 27,489.00 | 27,489.00 |
| b. PHOTOWALL | | | |
| b.1 PHOTOWALL GRAPHICS A (2.20m x 2.40m) Printed Panaflex Graphics | 1 pc | 2,851.20 | 2,851.20 |
| b.2 PHOTOWALL GRAPHICS B (2.20m x 2.25m) Printed Panaflex Graphics | 1 pc | 2,673.00 | 2,673.00 |
| b.3 PHOTOWALL GRAPHICS C (2.20m x 2.10m) Printed Panaflex Graphics | 1 pc | 2,494.80 | 2,494.80 |

TOTAL AMOUNT IN WORDS: _____ Php

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 Rejected deliveries are to be withdrawn and/or replaced immediately.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 I. MARPURI
 DM III, Corporate Services Dept.

CONFORME:

Reynon G. Ferraris
Name & Signature of Contractor/Supplier

Date

BUR No. CMP-25010157
 DATE 1/30/2025
 AMOUNT 78,501.80

Funds Available:

MALERNA C. BUYAO
 Chief Controllershship

Recommended by:

NORMAN BAGULBAGUL
 Division Chief, EDD

Approved by:

LEAH PULIDO OCAMPO
 Executive Director

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CONTRACTOR/SUPPLIER **TINCHIYAH ADVERTISING**
 ADDRESS **Quezon City**
 MODE OF PROCUREMENT **Small Value Procurement**

DELIVERY TERM _____
 PAYMENT TERM **30 days**
 PLACE OF DELIVERY _____
 DATE OF DELIVERY _____

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| DESCRIPTION | QTY/UNIT | UNIT PRICE | AMOUNT |
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| c. STAGE TOWER | | | |
| c.1 STAGE TOWER GRAPHICS (1.60m x 2.40m) Tarpaulin Print on Matte Side | 2 pcs | 825.60 | 1,651.20 |
| c.2 STAGE TOWER STRUCTURE (Linear Meter: 17.40m) 2"x2" KILN Wood Full Framing Structure | 2 pcs | 10,000.00 | 20,000.00 |
| d. FLOOR STICKERS (1.00m x 3.00m) Digital Print Sticker Cut-Out | 1 pc | 4,185.00 | 4,185.00 |
| e. PODIUM GRAPHICS (1.00m x 1.30m) Printable Sticker on Foamboard | 1 pc | 1,300.00 | 1,300.00 |
| f. MISCELLANEOUS GRAPHICS (1.00m x 5.00m) Printable Sticker on Sintraboard | 1 pc | 5,000.00 | 5,000.00 |
| g. GLASS GRAPHICS (1.00m x 10.00m) Perforated Glass Stickers | 1 pc | 9,000.00 | 9,000.00 |

TOTAL AMOUNT IN WORDS:

Php

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Very truly yours,

ATTY. ANNA GRACE I. MARPURI
 DM III, Corporate Services Dept.

BUR No. CMP-25010157

Recommended by:

DATE 1/30/2025

NORMAN BAGULBAGUL
 Division Chief, EDD

AMOUNT 78,501.80

CONFORME:

Raymond G. Ferraris
 Name & Signature of Contractor/Supplier

Funds Available:

Approved by:
LEAH PULIDO OCAMPO
 Executive Director

Malerna C. Buyao
 Chief Controllorship

Date

JOB ORDER

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CONTRACTOR/SUPPLIER **TINCHIYAH ADVERTISING**
 ADDRESS **Quezon City**
 MODE OF PROCUREMENT **Small Value Procurement**

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| II. SCOPE OF WORK AND TIMETABLE: | | | |
| 1. The contractor shall Install, Dismantle and Haul the items listed above on the specified materials and specifications. | | | |
| 2. The contractor shall provide proofs and swatches prior to final fabrication for approval unless waived by an EDD representative but to guarantee the best output. | | | |
| 3. The contractor shall ensure the durability and quality of the items. | | | |
| 4. The contractor shall install the items properly and in good condition (without smudge dirt, and stains and the like) starting on ingress of 29 January 2025 and egress on 31 January 2025. | | | |
| 5. The contractor shall complete the installation of the requirements on 29 January 2025. | | | |
| 6. Contractors should be at least 5 years in the business and must have a Very Satisfactory (VS) Rating if contractor was previously hired by CITEM. | | | |
| 7. All above item/s is/are the property of CITEM after the event unless indicated as rental or otherwise. Items shall be delivered to the CITEM office and shall be received by the General Services Division (GSD). | | | |
| 8. Delay of delivery or installation will call for deduction of 10% of contract price. | | | |
| TOTAL AMOUNT IN WORDS: SEVENTY-EIGHT THOUSAND FIVE HUNDRED ONE PESOS & 80/100 | | | Php 78,501.80 |

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ATTY. ANNA GRACE I. MARPURI
 DM III, Corporate Services Dept.

BUR No. CMP-25010157
 DATE 1/30/2025
 AMOUNT 78,501.80

Recommended by:
NORMAN BAGULBAGUL
 Division Chief, EDD

CONFORME:

 Name & Signature of Contractor/Supplier
 Date

Funds Available:
Malerna C. Buyao
 Chief Controllership

Approved by:

LEAH PULIDO OCAMPO
 Executive Director