

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:	2024-0492	JO Date:	10/30/2024	PAGE 1 of 4
PR No.:	2024-0492	PR Date:	10/09/2024	

CONTRACTOR/SUPPLIER <u>MSD GODSPEED EXHIBITS CORP.</u>	DELIVERY TERM _____
ADDRESS <u>Quezon City</u>	PAYMENT TERM <u>30 days</u>
MODE OF PROCUREMENT <u>Direct Contracting</u>	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
RENTAL, INSTALLATION, DISMANTLING, 2-WAY HAULING FOR ARTISANS VILLAGE (BOHOL)			
I. 60sqm CARPET FLOORING (RENTAL) black needle punch carpet (6m x 10m)	1 lot	22,500.00	22,500.00
II. STRUCTURE FRAMING (RENTAL) 2"x4" metal tubular framing with paint finish (half of structure in white or gray paint, half in brown or wood finish) (A.P.F.) see details	1 lot	75,000.00	75,000.00
III. PLYWOOD WALL CLADDING (RENTAL) a. 1/2 inch plywood mounted on tubular structure with paint finish (see details) b. 2 sets of 2m x 4.2mH (textured cement paint finish) c. 1 set of 1.8m x 3.3mH (natural wood, clear varnish finish)	1 lot	19,736.00	19,736.00
IV. GEENA CLOTH (RENTAL) 50sqm white geena cloth mounted on tubular structure with stiffener (see details)	1 lot	8,076.92	8,076.92
V. PLYWOOD FLOORING (RENTAL) a. 1 set 3/4 inch plywood flooring in 2m x 1.5m in textured cement paint finish (same finish with adjacent wall)	1 lot	4,287.00	4,287.00
TOTAL AMOUNT IN WORDS:			Php

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Very truly yours,

ATTY. MARY JANE DIAGRO-GERONIMO
 Procurement, Unit Head
 CONFORME:

Winlove D. Campos
 Name & Signature of Contractor/Supplier
 Date _____

BUR No. MF-24111344
 DATE NOV 18, 2024
 AMOUNT ₱ 235,772.92
 Funds Available:

MALERNA C. BUYAO
 Chief Controllership

Recommended by:

NORMAN D. BABULBAGUL
 Acting DM, CCSD
 Approved by:

LEAH PULIDO OCAMPO
 Executive Director

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JO Number: 2024-0492	JO Date: 10/30/2024	PAGE 2 of 4
PR No.: 2024-0492	PR Date: 10/09/2024	

CONTRACTOR/SUPPLIER MSD GODSPEED EXHIBITS CORP.	DELIVERY TERM _____
ADDRESS Quezon City	PAYMENT TERM 30 days
MODE OF PROCUREMENT Direct Contracting	PLACE OF DELIVERY _____
	DATE OF DELIVERY _____

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
b. 1 set of 3/4 inch plywood flooring in 1.5m x 1.5m in clear natural wood or clear varnish finish (same finish with adjacent wall)			
c. 1 set of 3/4 inch plywood flooring in 1.5m x 1.5m in clear white or gray paint finish (same finish with adjacent wall)			
VI. FREE STANDING SHELVES (RENTAL)	1 lot	44,378.00	44,378.00
10 sets of 5 layer free standing shelves in 1.2m x 0.3m x 1.8mH in tubular metal framing with wooden shelves.			
VII. TRACK LIGHTS WITH TRACK BAR (RENTAL)	1 lot	22,247.00	22,247.00
10 sets of track light with track bar (3 lights and 1 bar per set) in warm white lighting and white finish			
VIII. LED STRIP LIGHT (RENTAL)	1 lot	1,450.00	1,450.00
LED strip light daylight 50 linear meter with connectors			
IX. WIRINGS AND CONDUITS (RENTAL)	1 lot	5,000.00	5,000.00
a. 15 sets of 2-GANG convenience outlet			
b. 1 lot wiring for the tracklight			
c. 1 lot wiring for exhibitor products			
X. TABLES AND CHAIRS (RENTAL)	1 lot	22,000.00	22,000.00
a. 2 pcs 90cm round table in wooden legs, metal brackets and wooden top			

TOTAL AMOUNT IN WORDS: _____ Php

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Very truly yours, ATTY. MARY JANE DIAGRO-GERONIMO Procurement, Unit Head	BUR No. <u>MF-24111344</u>	Recommended by: NORMAN D. BAGULBAGUL Acting DM, CCSD
CONFORME:	DATE <u>NOV 18, 2024</u>	Approved by: LEAH PULIDO OCAMPO Executive Director
<u>Winlove D. Campos</u> Name & Signature of Contractor/Supplier	AMOUNT <u>₱ 235,772.92</u>	
Date _____	Funds Available: <u>Chau Young</u> MALERNA C. BUYAO Chief Controllership	

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JO Number: 2024-0492	JO Date: 10/30/2024	PAGE 3 of 4
PR No.: 2024-0492	PR Date: 10/09/2024	

CONTRACTOR/SUPPLIER <u>MSD GODSPEED EXHIBITS CORP.</u>	DELIVERY TERM _____
ADDRESS <u>Quezon City</u>	PAYMENT TERM <u>30 days</u>
MODE OF PROCUREMENT <u>Direct Contracting</u>	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
(see details)			
b. 8 pcs Chair in wood and plastic material			
XI. GRAPHICS (RENTAL)	1 lot	11,098.00	11,098.00 ^
10sqm graphics in digital print sticker cut-out mounted on foamboard			
SCOPE OF WORK:			
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 14 Oct. 2024 - 16 Oct. 2024 and egress on 19 Oct. 2024 07:00pm - 12mn).			
5. The Contractor shall complete the installation of the requirements on 16 Oct. 2024, 12:00nn.			
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. (Please provide company profile and list of projects for the past three (3) years)			

TOTAL AMOUNT IN WORDS: _____ Php

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Very truly yours,
 ATTY. MARY JANE DIAGRO-GERONIMO
 Procurement, Unit Head

BUR No. MF-24111346
 DATE NOV 18, 2024
 AMOUNT P 235,772.92

Recommended by:
 NORMAN D. BAGULBAGUL
 Acting DM, CCSD

Approved by:
 LEAH PULIDO OCAMPO
 Executive Director

CONFORME:
Wimlove D. Campos
 Name & Signature of Contractor/Supplier

Funds Available:
Malerna C. Buyao
 Chief Controllership

Date _____

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JO Number: 2024-0492	JO Date 10/30/2024	PAGE 4 of 4
PR No.: 2024-0492	PR Date: 10/09/2024	

CONTRACTOR/SUPPLIER <u>MSD GODSPEED EXHIBITS CORP.</u>	DELIVERY TERM _____
ADDRESS <u>Quezon City</u>	PAYMENT TERM <u>30 days</u>
MODE OF PROCUREMENT <u>Direct Contracting</u>	PLACE OF DELIVERY _____
	DATE OF DELIVERY _____

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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
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: TWO HUNDRED THIRTY FIVE THOUSAND SEVEN HUNDRED SEVENTY TWO AND 92/100 Php 235,772.92

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Very truly yours, ATTY. MARY JANE DIAGRO-GERONIMO Procurement, Unit Head	BUR No. <u>wf - 24111344</u>	Recommended by:
CONFORME: 	DATE <u>Nov. 18, 2024</u>	NORMAN D. BAGULBAGUL Acting DM, CCSD
Name & Signature of Contractor/Supplier	AMOUNT <u>₱ 235,772.92</u>	Approved by:
Date _____	Funds Available: <u>draw from</u> MALERNA C. BUAYAO Chief Controllership	LEAH PULIDO OCAMPO Executive Director