

**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-2024-0167-R1**

**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:

**BOOTH ENHANCEMENT OF THE COMMODITY  
PAVILION FOR THE PHILIPPINE PARTICIPATION IN  
CHINA-ASEAN EXPO 2024**

*(Please see attached Request for Quotation Form and Perspective View for more details.)*

**TOTAL APPROVED BUDGET FOR THE CONTRACT: PHP 290,000.00 OR USD 5,000.00**

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](mailto: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](mailto:citembac@citem.com.ph)



## REQUEST FOR QUOTATION (OVERSEAS PROCUREMENT)

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact No.: \_\_\_\_\_

Date: 10 September 2024  
RFQ No.: 2024-0167-R1

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.

<b>Deadline of Submission of Quotations: 12 September 2024</b>	<b>Time: 01:00PM</b>
<b>Schedule of Opening of Bids: 12 September 2024</b>	<b>Time: 02:00PM</b> <b>Venue: ZOOM</b>

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
1	lot	<p><b>BOOTH ENHANCEMENT OF THE COMMODITY PAVILION FOR THE PHILIPPINE PARTICIPATION IN CHINA-ASEAN EXPO 2024</b></p> <p>APPROVED BUDGET FOR THE CONTRACT: <u>PHP 290,000.00 OR USD 5,000.00</u></p> <p><i>Inclusions:</i></p> <ol style="list-style-type: none"> <li>1. System Wall Shelving <b>(45 Pieces)</b></li> <li>2. Round Table <b>(1 Piece)</b></li> <li>3. Negotiation Chair <b>(4 Pieces)</b></li> <li>4. Graphics – Printable Sticker mounted on foamboard                             <ol style="list-style-type: none"> <li>a. Fascia (3m x 0.35m) <b>(20 Pieces)</b></li> <li>b. Reception Graphics (3m x 2.5m) <b>(2 Pieces)</b></li> <li>c. Info Counter (1m x 0.75m) <b>(1 Piece)</b></li> </ol> </li> <li>5. Standing Water Dispenser – with hot and cold option <b>(1 Lot)</b></li> <li>6. Water gallon (1 per day) <b>(4 Pieces)</b></li> <li>7. Paper cups (300 pieces) <b>(1 Lot)</b></li> <li>8. Lockable cupboard <b>(15 pieces)</b></li> </ol> <p><i>(Please see attached Perspective View for more details)</i></p>		

**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:

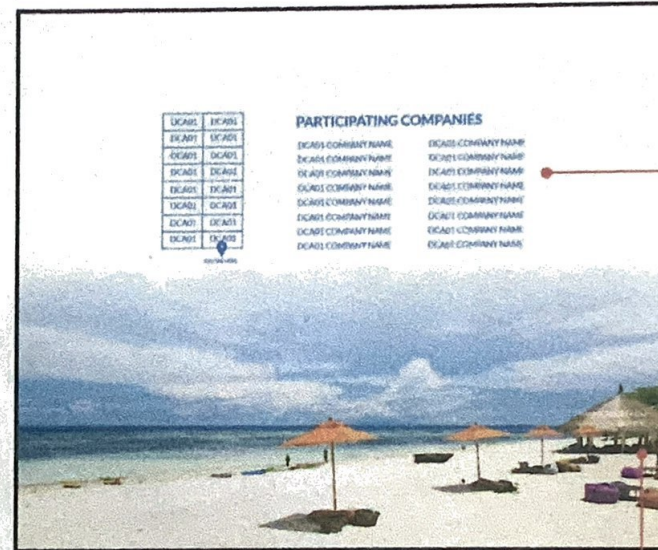
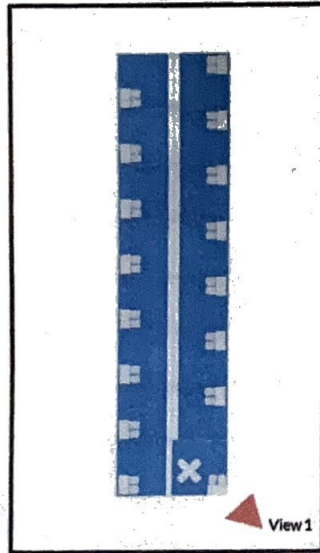
Per your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood, and shall conform with the terms and conditions of this requirement.

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
**Signature over printed name of the Authorized Company Representative**  
Designation: \_\_\_\_\_  
Telephone No(s).: \_\_\_\_\_  
Email: \_\_\_\_\_

**CAEXPO 2024  
COMMODITY PAVILION  
OPTION 1**

CITEM.EDD.TP.001  
REV 1



FLOOR PLAN &  
PARTICIPATING COMPANIES



SCENERIES WITH LOCATION

MEETING AREA

	PROJECT:	CAEXPO 2024	SHEET CONTENT:	DESIGNER:	 JANE L. MAITE	REVIEWED BY:	 NORMAN BASCO OIC - DM, OG2	APPROVED BY / COMMENTS:	 LEAN PULIDO OCAMPO Executive Director
	TITLE:	PHILIPPINE PAVILION		PERSPECTIVE	SHEET NO.:		REVISION:	0	 NORMAN BASCO OIC - DM, OG2
	DATE / TIME:	AUG. 30, 2024			LOCATION:	NANNING CITY, CHINA			