

# 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: <b>2024-0145</b>	JO Date: <b>04/26/2024</b>	PAGE <b>1/2</b>
PR No.: <b>2024-0145</b>	PR Date: <b>03/25/2024</b>	

<b>CONTRACTOR/SUPPLIER</b> <b>FRANC &amp; MARCEL GRAPHICS AND CONSTRUCT CORPORATION</b>	<b>DELIVERY TERM</b>
<b>ADDRESS</b> HSIRI Apartelle, A. Mabini St., Caloocan City	<b>PAYMENT TERM</b>
<b>MODE OF PROCUREMENT</b> Small Value Procurement	<b>PLACE OF DELIVERY</b>
	<b>DATE OF DELIVERY</b>

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
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**MOBILIZATION, INSTALLATION, HAULING, AND DELIVERY OF FLAVOR FINDS SETTING IN IFEX PHILIPPINES 2024** **Php841,112.20**

QTY	UNIT	DESCRIPTION/SPECIFICATION	UNIT PRICE	AMOUNT
1	lot	I. MOBILIZATION, INSTALLATION, HAULING, AND DELIVERY	Php50,000.00	Php50,000.00
100	sqm	II. FLOORING	Php411.10	Php41,140.00
		a. Red Needle punch carpet (Rental)		
50	sqm	b. Beige Needle punch carpet (Rental)	Php411.40	Php20,570.00
50	sqm	c. Green Needle punch carpet (Rental)	Php411.40	Php20,570.00
8	units	III. BUILT-UP STRUCTURE 5.00m x 4.00m x 0.80mH Built-up Display Structure in 2x2 and 1x1 square tubular metal with 3/4" thk plywood and 2"x2" inner framing in approved paint finish with 3mm acrylic covering for the display (Rental)	Php23,136.55	Php185,092.40
3	units	IV. RECEPTION / SAMPLING COUNTER Reception / Sampling Counter in 3/4" thk plywood in approved paint finish (Rental)	Php10,939.50	Php32,818.50
192	sqm	V. GRAPHICS	Php1,161.15	Php222,940.80
		a. Cut-out letters on sintra board with acrylic support (Purchase)		
26	sqm	b. Sticker on foam board (Purchase)	Php2,208.45	Php57,419.70
1	sqm	c. Sticker cut-out (Purchase)	Php10,846.00	Php10,846.00
3	units	VI. ELECTRICAL	Php2,898.50	Php8,695.50
		a. 2-gang convenience outlet (Rental)		
96	units	b. 30 watts - Warm white - LED Spotlight (Rental)	Php935.00	Php89,760.00
64	mtrs	c. 10 watts - Warm white - LED strip light eye protection waterproof IP67 AC 220V flexible rope tube (Rental)	Php438.35	Php28,054.40
128	mtrs	d. 10 watts - Warm white - LED strip light (backlit for cut-out letters) (Rental)	Php473.30	Php60,582.40
1	lot	e. Wiring and conduits	Php12,622.50	Php12,622.50
				<b>Php841,112.20</b>

**Delivery Date/Date Needed:**

- 06 to 08 May 2024 – Ingress
- 09 May 2024 – Visual Merchandising of Products
- 10 to 12 May 2024 – Event

<b>TOTAL AMOUNT IN WORDS:</b>	Php
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*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 \_\_\_\_\_ 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 Job Order upon delivery.

Very truly yours,  
  
**ATTY. ANNA GRAÇE I. MARPURI**  
 OIC-DM, CS Department  
 CONFORME:  
  
 Gregoria E. Garcia  
 Name & Signature of Contractor/Supplier  
 May 6, 2024  
 Date

BUR No. IFEX-24040468  
 DATE April 30, 2024  
 AMOUNT **Php841,112.20**  
 Funds Available:  
  
**MALERNA C. BUYAO**

Recommended by:  
  
**NORMAN D. BAGULBAGUL**  
 OIC-DM, CESD  
 Approved by:  
  
**MA. LOURDES D. MEDIRAN**  
 Deputy Executive Director

	<b>CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS</b> 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: <b>2024-0145</b>	JO Date: <b>04/26/2024</b>	PAGE 2/2
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<b>CONTRACTOR/SUPPLIER</b> <b>FRANC &amp; MARCEL GRAPHICS AND CONSTRUCT CORPORATION</b> <b>ADDRESS</b> HSIRI Apartelle, A. Mabini St., Caloocan City <b>MODE OF PROCUREMENT</b> Small Value Procurement	<b>DELIVERY TERM</b> ..... <b>PAYMENT TERM</b> ..... <b>PLACE OF DELIVERY</b> ..... <b>DATE OF DELIVERY</b> .....
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DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
<b>MOBILIZATION, INSTALLATION, HAULING, AND DELIVERY OF FLAVOR FINDS SETTING IN IFEX PHILIPPINES 2024</b>  <b>Scope of Work:</b>  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, stains and the like) starting on ingress of 06 May 2024 to 08 May 2024 and egress on 12 May 2024, 07:00PM – 12:00 midnight. 5. The contractor shall complete installation of the requirements on 08 May 2024, 02:00PM. 6. Contractors should be at least five (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.) 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.			

<b>TOTAL AMOUNT IN WORDS:</b> EIGHT HUNDRED FORTY-ONE THOUSAND ONE HUNDRED TWELVE AND 20/100 PESOS	<b>Php 841,112.20</b>
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Very truly yours,   <b>ATTY. ANNA GRACE I. MARPURI</b> OIC-DM, CS Department CONFORME:  Gregoria E. Garcia Name & Signature of Contractor/Supplier May 6, 2024 Date	BUR No. IFEX - 24040468 DATE April 30, 2024 AMOUNT Php841,112.20  Funds Available:  <b>MALERNA C. BUYAO</b>	Recommended by:  <b>NORMAN D. BAGULBAGUL</b> OIC-DM, CCSD  Approved by:  <b>MA. LOURDES D. MEDIRAN</b> Deputy Executive Director
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