



**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  
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**CONTRACTOR/SUPPLIER TINCHIAH ADVERTISING**  
ADDRESS **E&F Plaza, 228 A. Bonifacio Avenue, Gintong Silahis, N.S. Amoranto, Quezon City**  
MODE OF PROCUREMENT **Small Value Procurement**

DELIVERY TERM .....  
PAYMENT TERM .....  
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
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**RENTAL, INSTALLATION, DISMANTLING, AND TWO-WAY HAULING OF CREATIVE SPOT COLUMN CLADDING IN IFEX PHILIPPINES 2024** **Php307,000.00**

QTY	UNIT	DESCRIPTION/SPECIFICATION	UNIT PRICE	AMOUNT
1	Lot	A. MOBILIZATION/DEMOBILIZATION	Php15,000.00	Php15,000.00
4	lot	II. COLUMN CLADDING (RENTAL) a. 1.7m x 1.7m x 4mH Wooden Column Cladding in 1/2" plywood with metal framing	Php30,000.00	Php120,000.00
4	lot	III. FLOORING (RENTAL) a. 6m x 6m carpet flooring (black or gray)	Php6,000.00	Php24,000.00
4	lot	IV. WIRINGS AND CONDUITS a. See details	Php5,000.00	Php20,000.00
32	Sets	V. LIGHTING (RENTAL) a. 15 watts LED spotlight in warm white	Php1,000.00	Php32,000.00
4	lots	VI. GRAPHICS a. Printable sticker mounted on column cladding 1.7m x 1.7m x 4mH (28sqm)	Php24,000.00	Php96,000.00

**Php307,000.00**

**Scope of Work:**

- The contractor shall Install, Dismantle, and Haul the items listed above on the specified materials and specifications.
- 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.
- The contractor shall ensure the durability and quality of the items.
- The contractor shall install the items properly and in good condition (without smudge, dirt, stains and the like) starting on **06 May 2024, 09:00AM**.
- The contractor shall complete installation of the requirements on **09 May 2024, 06:00PM**.
- 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.*
- 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).
- Delay of delivery or installation will call for deduction of 10% of contract price

TOTAL AMOUNT IN WORDS: **Three Hundred Seven Thousand Pesos** **Php 307,000.00**

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 GRACE J. MARPURI**  
OIC-DM, CS Department  
CONFORME:

BUR No. IFEX - 24040467  
DATE **April 30, 2024**  
AMOUNT **Php307,000.00**

Recommended by:  
**NORMAN D. BAGULBAGUL**  
OIC-DM, CCSD

*Reynor D. Ferrera*  
Name & Signature of Contractor/Supplier  
**5-3-24**  
Date

Funds Available:  
**MALERNA O. BUAYO**  
Chief, Controllership Division

Approved by:  
*MA. LOURDES D. MEDIRAN*  
**MA. LOURDES D. MEDIRAN**  
DEPUTY EXECUTIVE DIRECTOR