

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
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JO Number:	JO Date:	PAGE
2024-0121	04/25/2024	
PR No.:	PR Date:	
2024-0121	03/13/2024	

CONTRACTOR/SUPPLIER TINCHIYAH ADVERTISING ADDRESS Unit E & F 228 Plaza Bldg., Angelo Street N.S. Amoranto, Quezon City MODE OF PROCUREMENT Small Value Procurement	DELIVERY TERM PAYMENT TERM PLACE OF DELIVERY DATE OF DELIVERY 26 April 2024
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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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PRINTING, DELIVERY, INSTALLATION, DISMANTLING AND 2-WAY HAULING OF SIGNAGES IN PRESS CONFERENCE OF IFEX PHILIPPINES 2024 **Php55,530.00**

ARTICLE/WORK/DESCRIPTION/SPECIFICATION	QTY	UNIT	UNIT PRICE	AMOUNT
A. REGISTRATION BACKDROP (5.00m x 0.50m x 2.20mH) Tarpaulin print on matte side with front framing structure	1	Unit	Php16,500.00	Php16,500.00
B. STAGE BACKDROP (2.00m x 0.50m x 3.00mH) Tarpaulin Print on matte side with front framing structure	2	Units	Php9,000.00	Php18,000.00
C. PRESSCON GRAPHICS Printable sticker on foamboard	10	sq.m	Php1,800.00	Php18,000.00
D. MISCELLANEOUS GRAPHICS Printable sticker	3	sq.m	Php1,010.00	Php3,030.00
TOTAL				Php55,530.00

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) on **26 April 2024 07:00am - 02:00pm and egress on 26 April 2024 09:00pm 11:00pm**
5. The contractor shall complete the installation of the requirements on **26 April 2024, 02:00pm**
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)
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

Period of Engagement : 26 April 2024

TOTAL AMOUNT IN WORDS:	Fifty Five Thousand Five Hundred Thirty Pesos	Php 55,530.00
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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 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 Job Order upon delivery.

Very truly yours,

ATTY. ANNA GRACE I. MARPURI
 OIC-DM, CS Department
 CONFORME:

Reymon G. Ferrans
 Name & Signature of Contractor/Supplier

Date

BUR No. IP-Comp.com-24050524 Recommended by:

DATE May 11, 2024

AMOUNT Php55,530.00

Funds Available:

John Buyao
MALERNA C. BUYAO
 Chief, Controllership Division

Approved by:

Norman D. Bagulbagul
NORMAN D. BAGULBAGUL
 OIC-DM, CCSD