

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-2023-0011

**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 CONSTRUCTION, INSTALLATION,
DISMANTLING, AND HAULING FOR THE PHILIPPINE
PARTICIPATION IN AMBIENTE 2023**

*(Please see attached Request for Quotation Form, Design Perspective, and Layout
for more details)*

Approved Budget of the Contract: PHP 4,282,814.00

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.



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

CITEM.BAC.FR.008
 REV 1



REQUEST FOR QUOTATION (OVERSEAS PROCUREMENT)

Date: 12 January 2023

Company Name: _____

RFQ No.: 2023-0011

Address: _____

Contact No.: _____

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.

| | |
|--|--|
| Deadline of Submission of Quotations: 16 January 2023 | Time: 05:00PM |
| Schedule of Opening of Bids: 17 January 2023 | Time: 02:00PM Venue: ZOOM |

| QTY | UNIT | ARTICLE / WORK / DESCRIPTION / SPECIFICATION | UNIT PRICE | AMOUNT |
|-----|------|--|------------|--------|
| 1 | lot | BOOTH CONSTRUCTION, INSTALLATION, DISMANTLING, AND HAULING FOR THE PHILIPPINE PARTICIPATION IN AMBIENTE 2023 <i>(Please see attached Working Drawings and Checklist for more details)</i> APPROVED BUDGET FOR THE CONTRACT: PHP 4,282,814.00 <i>Inclusions:</i> I. <i>Installation, Hauling, and Dismantling</i> II. <i>DESIGNPhilippines Pavilion 73.5sqm (Booth No. B4)</i> III. <i>Tarlac Philippines Pavilion 30sqm (Booth No. B52)</i> IV. <i>DESIGNPhilippines Foyer Pavilion 9sqm (Booth No. A49)</i> V. <i>Electrical Installation and Consumption</i> VI. <i>Miscellaneous</i> | | |

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: _____

| 2023 PHILIPPINE PARTICIPATION | | | |
|--|--|------|---------------------------|
| AMBIENTE CHECKLIST | | | |
| I. Installation, Hauling, and Dismantling | | | |
| II. DESIGN Philippines Pavilion 73.5 sqm (Booth no. B42) | | | |
| No. | Item | Qty. | Unit |
| 1 | FLOORING | | |
| a. | Dark Gray Needle Punch Carpet | 83.3 | sq.m. |
| 2 | BUILT-UP STRUCTURE | | |
| a. | Wooden structure in approved paint finish with metal support | 1 | lot |
| | <i>*Refer to working drawings</i> | | |
| | <i>*Note: Ensure reinforced walls and structure stability for the shelvings and wall hanging items</i> | | |
| 3 | METAL GRID | | |
| a. | 2"x 2" Metal Grid in approved paint finish | 1 | lot |
| | <i>*Refer to working drawings</i> | | |
| | <i>*Note: Ensure rigidity and stability of grid for hanging items</i> | | |
| 4 | OTHER ITEMS | | |
| a. | Reception Counter | 1 | unit |
| | Counter in approved paint finish with lockable storage and shelvings | | |
| b. | Extended counter | 1 | unit |
| c. | Barstool | 4 | units |
| d. | Pedestal A | 3 | units |
| | Wooden pedestal in approved paint finish | | |
| e. | Pedestal B | 3 | units |
| | Wooden pedestal in approved paint finish | | |
| f. | Pedestal C | 5 | units |
| | Wooden pedestal in approved paint finish | | |
| g. | Cloak Cabinet | 1 | unit |
| | Lockable cabinet with hooks for cloak in approved paint finish | | |
| 5 | ELECTRICAL REQUIREMENTS | | |
| a. | Spotlight 10-12 watts daylight | 47 | units |
| b. | 2 Gang universal convenience outlet | 28 | units |
| c. | LED Strip light | 1 | lot |
| | | | (Accent wall on entrance) |
| d. | Electrical requirements of Design Philippines Products | 1 | lot |

| | | | |
|--|-------------|-------------|----------------------|
| 6 GRAPHICS REQUIREMENTS | | | |
| a. Vinyl Sticker Cut-out | 30 | sq.m. | |
| b. Vinyl Sticker on Sintra Board | 15 | sq.m. | |
| c. Built-up Letter Cut-out (Design Philippines) | 6 | units | |
| d. Wood signage stand | 30 | units | Link |
| <i>*All final artwork of graphic requirements will be sent through email</i> | | | |
| 7 ADDITIONAL MANPOWER | | | |
| a. Installation of Wall Hanging Items with necessary equipment / tools | 20-30 | items | |
| b. Installation of Hanging Items with necessary equipment / tools | 20-30 | items | |
| III. Tarlac Philippines Pavilion 30 sqm (Booth no. B52) | | | |
| No. Item | Qty. | Unit | |
| 1 FLOORING | | | |
| a. Dark Gray Needle Punch Carpet | 30 | sq.m. | |
| 2 BUILT-UP STRUCTURE | | | |
| a. Wooden structure in approved paint finish with metal support | 1 | lot | |
| <i>*Refer to working drawings</i> | | | |
| <i>*Note: Ensure reinforced walls and structure stability for the shelvings and wall hanging items</i> | | | |
| 3 METAL GRID | | | |
| a. 2"x 2" Metal Grid in approved paint finish | 1 | lot | |
| <i>*Refer to working drawings</i> | | | |
| <i>*Note: Ensure rigidity and stability of grid for hanging items</i> | | | |
| 4 ELECTRICAL REQUIREMENTS | | | |
| a. Spotlight 10-12 watts daylight | 20 | units | |
| b. 2 Gang universal convenience outlet | 10 | units | |
| c. Electrical requirements of Tarlac Philippines Products | 1 | lot | |
| 5 GRAPHICS REQUIREMENTS | | | |
| a. Vinyl Sticker Cut-out | 15 | sq.m. | |
| b. Vinyl Sticker on Sintra Board | 10 | sq.m. | |
| c. Built-up Letter Cut-out (Design Philippines / Tarlac Philippines) | 3 | units | |
| <i>*All final artwork of graphic requirements will be sent through email</i> | | | |
| 6 ADDITIONAL MANPOWER | | | |
| a. Installation of Wall Hanging Items with necessary equipment / tools | 10-15 | items | |

| | | | | |
|--|---|-------------|-------------|-------------------------------------|
| b. | Installation of Hanging Items with necessary equipment / tools | 10-15 | items | |
| IV. DESIGNPhilippines Foyer Pavilion 9sqm (Booth no. A49) | | | | |
| No. | Item | Qty. | Unit | |
| 1 | FLOORING | | | |
| a. | Dark Gray Needle Punch Carpet | 8.75 | sq.m. | |
| 2 | BUILT-UP STRUCTURE | | | |
| a. | Structure in approved paint finish *Refer to working drawings | 1 | lot | |
| b. | Platform in 1.40m x 1.00m x 0.30m h in approved paint finish | 1 | unit | |
| 3 | ELECTRICAL REQUIREMENTS | | | |
| a. | Spotlight 10-12 watts daylight | 3 | units | |
| b. | 2 Gang universal convenience outlet | 2 | units | |
| c. | Electrical requirements of Philippines Products | 1 | lot | |
| 4 | GRAPHICS REQUIREMENTS | | | |
| a. | Vinyl Sticker Cut-out | 10 | sq.m. | |
| b. | Built-up Letter Cut-out with Backlight (Design Philippines) <i>*All final artwork of graphic requirements will be sent through email</i> | 1 | unit | |
| 5 | ADDITIONAL ITEMS | | | |
| a. | Rental of 55" Wall-mounted TV (Installation and supply) | 4 | units | |
| b. | Acrylic brochure standee | 1 | unit | LINK |
| V. Electrical Consumption | | | | |
| a. | Consumption for the three areas (DESIGNPhilippines, Tarlac Philippines and Foyer) | | | |
| VI. MISCELLANEOUS | | | | |
| | | | | Remarks |
| a. | Trash bin | 4 | units | 2 - DesignPH; 1 - Tarlac; 1 - Foyer |
| b. | Hot and cold water dispenser (Bottom load) - DesignPH Pavilion only | 1 | unit | Link |
| c. | Supply of purified water (fitted for bottom load) - DesignPH Pavilion only | 5 | gallons/day | |
| d. | Fully automatic espress machine - DesignPH Pavilion only | 1 | unit | Link |
| e. | Coffee bean, creamer, sugar - DesignPH Pavilion only | 1 | unit | |
| F. | Booth cover | 1 | unit | |