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CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue 1300 Pasay City, Metro Manila, Philippines			-0133	04/22/2024	FAGE
(632) 831-2201 to 09 ext. 218 . ⊕ (632) 831-1368, 832-3965		PI	R No.: -0133	PR Date: 03/21/2024	1/4
CONTRACTOR/SUPPLIER MASAECO INC.	DELIVERY		-0100	03/21/2024	
DDRESS Nuestro Compound, Brgy. Carasuchi, City of Indang,	PAYMENT				
Province of Cavite	PLACE OF	DELIVER	tΥ.		
AODE OF PROCUREMENT Small Value Procurement	DATE OF [	DELIVERY	• • •		
Please provide/furnish this office the requirements listed below subject to the terms and conc nternational Trade Expositions and Missions (CITEM).	litions contained	herein. Ad	dress all corre:	spondence to the Center	for
DESCRIPTION	QTY/UN	п	UNIT PRIC	E AMOUN	T
HIRING OF CREATIVE DIRECTOR FOR THE PHILIPPINE PARTICIPATION IN TOKYO INTERNATIONAL GIFT SHOW (TIGS) AUTUMN 2024 AND FINOPINAS 2024 Scope of Work The Creative Director for the Philippine Participation in TIGS2024 of from April 2024 to September 2024 to deliver the following scope of	will be enga	ged		Php900,000	.00
<ul> <li>Provide the overall creative design direction for the Philipp participation in TIGS 2024 in consideration of the concept sustainability through design;</li> <li>Provide an official participation theme and handle anchore concept of sustainability through design;</li> <li>In cooperation with CITEM, ensure the consistent translat design direction and theme in all design requirements suc design, collateral designs, and onsite visual merchandisin</li> </ul>	of ed on the ion of the h as booth	S,			
<ul> <li>Booth Design <ul> <li>Provide direction for the Pavilion design to achieve a them</li> <li>Develop the general booth and structural design in coordin Exhibition &amp; Design Team;</li> </ul> </li> </ul>			М		
<ul> <li>Recommend ideal layout assignment for participating com</li> </ul>	ipanies.				
<ul> <li>Recommend ideal layout assignment for participating com</li> <li>Exhibitor Selection &amp; Servicing         <ul> <li>Provide inputs for the final selection of 20 participating con</li> <li>Conduct product development of two (2) product collection products each aligned with the participation concept and a for 15 – 20 participating companies. (Note: It is foreseen companies would forego the product development assistant experiments)</li> </ul> </li> </ul>	mpanies. ns with three approved the that a few	eme		•	
<ul> <li>3. Exhibitor Selection &amp; Servicing         <ul> <li>Provide inputs for the final selection of 20 participating control of 20 product collection products each aligned with the participation concept and a for 15 – 20 participating companies. (Note: It is foreseen companies would forego the product development assistant for AMOUNT IN WORDS:</li> </ul> </li> </ul>	mpanies. ns with three approved the that a few	eme		Php	<b>.</b>
<ul> <li><b>3. Exhibitor Selection &amp; Servicing</b> <ul> <li>Provide inputs for the final selection of 20 participating con-</li> <li>Conduct product development of two (2) product collection products each aligned with the participation concept and a for 15 – 20 participating companies. (Note: It is foreseen companies would forego the product development assista</li> </ul> </li> <li>TOTAL AMOUNT IN WORDS:         <ul> <li>The delivery must be made only during office hours to CITEM or as may be specified. Delivery is inspection by CITEM-Management Inspection Team and/or the Commission on Audit. Rejected delivers where the PENALTY of of the TOTAL VALUE of this ORDER for EACH DAY syne shall be considered in default and will be liable to pay LIQUIDATED DAMAGES in the amoun requested and CITEM granted an extension. The contractor/supplier authorizes CITEM to deduct the a form any of its receivables from CITEM. The contractor/supplier must present a Delivery Receipt and Very truly yours.</li> <li>BUR No. TIGG - 24 AMOUNT Php90</li> <li>CONFORME:</li></ul></li></ul>	mpanies. ns with three approved the that a few nce for TIG subject to the accu- reries are to be with of DELAY. In ca- arrount of undelive Invoice or Official 1040430 , 2024 0,000.00	eptance of C ithdrawn and ise the contro of the ered portion Receipt with Re	l/or replaced im actor/supplier de TOTAL AMOU and to deduct th	thorized representative/offi mediately. Delay in the de oes not deliver within the d INT unless the contractor/ ne penalty and liquidated d upon delivery.	elivery is De date, (supplier
<ul> <li><b>3. Exhibitor Selection &amp; Servicing</b> <ul> <li>Provide inputs for the final selection of 20 participating con-</li> <li>Conduct product development of two (2) product collection products each aligned with the participation concept and a for 15 – 20 participating companies. (Note: It is foreseen companies would forego the product development assistant of the product development assistant of the product development assistant of the product is placed subject to the following terms and conditions:</li> </ul> </li> <li>The delivery must be made only during office hours to CITEM or as may be specified. Delivery is inspection by CITEM-Management Inspection Team and/or the Commission on Audit. Rejected delivities and will be liable to pay LIQUIDATED DAMAGES in the amount of the considered in default and will be liable to pay LIQUIDATED DAMAGES in the amount requested and CITEM granted an extension. The contractor/supplier authorizes CITEM to deduct the advite the relevance of the reserve and the construction of the reserve and the advites from CITEM. The contractor/supplier must present a Delivery Receipt and Very truly yours. <ul> <li>BUR No. TIGG - 2<sup>4</sup></li> <li>DATE fift 11 24</li> <li>DIC-DM, CS Department www.</li> </ul> </li> </ul>	mpanies. ns with three approved the that a few nce for TIG subject to the accu- veries are to be with OF DELAY. In ca- att of arrount of undelive Invoice or Official 1040430 , 2024 0,000.00	erre sS eptance of C ithdrawn and use the contro se the contro of the ered portion . Receipt with Re C S	Vor replaced im actor/supplier de TOTAL AMOU and to deduct the the Job Order commended IARVOT.	thorized representative/offi mediately. Delay in the de oes not deliver within the d INT unless the contractor/ e penalty and liquidated d upon delivery. by: VIO 1 X	elivery is ue date, (supplier amages

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CONTRACTOR/SUPPLIER MASAECO INC.	DELIVER	2024-0133	03/21	/2024	
ADDRESS Nuestro Compound, Brgy. Carasuchi, City of Indang, Province of Cavite	PAYMEN				
MODE OF PROCUREMENT Small Value Procurement	DATE OF	DELIVERY			
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DESCRIPTION	QTY/U		ICE	AMOUN	NT
<ul> <li>as they could also be recipients of the product developm of Manila FAME).</li> <li>Conduct final line selection of products from 20 participat will be displayed at the Philippine Pavilion;</li> <li>Be present during ingress to conduct onsite curation/visu product displays;</li> <li>Be available during event proper to do minor curatorial ed</li> <li><b>Brand Ambassador</b> <ul> <li>Act as Brand Ambassador of the Philippine participation Specific roles.</li> </ul> </li> <li>a. Represent the Philippine participation in TIGS 2024 in loc and promotion initiatives which include features and inter- platforms;</li> <li>b. Engage in various activities intended for the promotion of TIGS 2024, such as, but not limited to courtesy calls, launches, and press conferences.</li> </ul> <li>5. Market Specialist &amp; Business Consultant <ul> <li>Conduct at least one (1) pre-event seminar / consultation companies on topic of Market Trends in Japan;</li> <li>Provide post-event assessment for each participating co show performance at TIGS and identify areas for improv can improve in order to better do business in Japan;</li> <li>Recommend other interventions that CITEM may implen the companies prior event proper.</li> </ul></li>	ing compa al merchan dits. with the fol al and inte view acros the Philipp the Philipp to particip mpany bas ements on	nies that ndising of llowing ernational marketi s various media bine Participation bation sed on their how they	-		
TOTAL AMOUNT IN WORDS:			Php		
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 a inspection by CITEM-Management Inspection Team and/or the Commission on Audit. Rejected delive subject to the <b>PENALTY</b> of of the <b>TOTAL VALUE</b> of this ORDER for <b>EACH DAY</b> s/he shall be considered in default and will be liable to pay LIQUIDATED DAMAGES in the amount requested and CITEM granted an extension. The contractor/supplier authorizes CITEM to deduct the a from any of its receivables from CITEM. The contractor/supplier must present a Delivery Receipt and the Very truly yours, <b>ATTY. ANNA GRACE I. MARPURI</b> OIC-DM, CS Department CONFORME: Name & Signature of ContractorSupplier 2 $\int_{Date}^{T} \frac{2}{2} = 2 \frac{2}{4} \frac{2}{4} = 2 \frac{2}{4} = 2 \frac{2}{4} \frac{2}{4} = 2 \frac{2}{4} \frac{2}{4} = 2 \frac{2}{4} $	eries are to be OF DELAY. In of mount of undelit involce or Officia 040430 2024 0,000.00	withdrawn and/or replaced case the contractor/supplie of the TOTAL AN vered portion and to deduc al Receipt with the Job Ord Recommende OIC-DM, Approved by: MA. LOU Deputy E	I Immediately. Di r does not delive IOUNT unless th I the penalty an der upon delivery ed by: 	elay in the d r within the c ontractor d liquidated o	lelivery is due date, r/supplier damagos

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS		JO Number:	JO Date:	PAGE
Golden Shell Pavilion, Roxas Boulevard corner Sen, Gil J.	Puyat Avenue	2024-0133	04/22/2024	
1300 Pasay City, Metro Manila, Philippines (632) 831-2201 to 09 ext. 218 (632) 831-1368, 83	32-3965 <b>ULL</b>	PR No.:	PR Date:	3/4
∑∃ info@citem.com.ph + www.citem.com.ph	PHILIPPINES	2024-0133	03/21/2024	
CONTRACTOR/SUPPLIER MASAECO INC.	DELIVER	YTERM	<u>Yan ka kutu ni </u>	*******
ADDRESS Nuestro Compound, Brgy. Carasuchi, City	of Indone			
Province of Cavite	or indang, PAYMEN	ITERM		
	PLACE C	F DELIVERY		
MODE OF PROCUREMENT Small Value Procurement	DATE OF	DELIVERY		
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DESCRIPTION	QTY/U	NIT UNIT PRI	CE AMOU	NT
<ul> <li>Conduct final line selection of products that</li> <li>Conduct onsite curation /visual merchandis exhibit with 337 sqm exhibit space.</li> <li>7. Other Requirements <ul> <li>Attend all required meetings with the CITE Management;</li> <li>Bear the cost/expenses and facilitate own to TIGS as well as own personal and incide the visit.</li> </ul> </li> </ul>	ing of product display at M Project Team or with logistical requirements f	the HFL the CITEM or the travel		
TIMELINE				
SPECIFICS	TIMEL	INE		
Administrative Preparations (c/o CITEM)	March 2024			
- Procurement period				
- Logistical preparations	A		4	
Development of Creative Direction & Selection of Companies	April 2024			
	And Lune 2024			
Product Development and Selection	April – June 2024		-4	
Pre-event seminar to participating companies	April 2024		1	

1	Pavilion Design Conceptualization and Approval	April – May 2024			
	Shipment of items	July 2024			
	Pre-Departure Briefing	August 2024			
	Ingress (Onsite supervision, execution, and visual	FINOPINAS: 01 September 2024			
	merchandising)	TIGS: 02 – 03 September 2024			
	Event Proper	FINOPINAS: 02 – 15 September 2024			
		TIGS: 04 – 06 September 2024			
Т	TOTAL AMOUNT IN WORDS:				

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, she 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: Name & Signature of Contractor/Supplier 25/24/2029 BUR No. 1165 - 240 404 30

DATE April 24,2024

AMOUNT Php900,000.00

Funds Available: MALERNA C. BUCAO Chief, Controllership Division

Recommended by:

MARJO F. EVIO OIC-DM, OG 1

Approved by: MA. LOURDES D. MEDIRAN Deputy Executive Director

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Crem	Golder	COR INTERNATIONAL TRADE EXPOSITION n Shell Pavilion, Roxas Boulevard corner Sen. Gi 1300 Pasay City, Metro Manila, Philippin 632) 831-2201 to 09 ext. 218 - (632) 831-1368 ≲3 info@citem.com.ph	il J. Puyat Avenue les 3, 832-3965	dti	JO Number: 2024-0133 PR No.:	JO Date: 04/22/2024 PR Date:	PAGE 4/4
<u> </u>	****			NILIPPINES	2024-0133	03/21/2024	
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		office the requirements listed below subject ons and Missions (CITEM).	to the terms and cond	itions contained	1 herein. Address all corresp	condence to the Cente	r for
		DESCRIPTION		QTY/UN		AMOUN	IT
Debriefin	ng with pa	articipants	September	2024	· · · · · · · · · · · · · · · · · · ·		
		port and recommendations	October 202				
CONTRA		E AND MODE OF PAYMENT					
	enses an	ice for this requirement is Php90 d applicable taxes. Payment sh			g		
10%	-	Submission of proposed over participation Conceptualization and submi theme Selection of final line-up of co	ission of propose				
50%	-	Submission of product drawir Conduct of pre-event market companies Selection of final-line up prod	trend seminar to	participati			
40%	-	Finalize product developmen Finalize booth layout Onsite curation Submission of post-event eva					
TOTAL AMOU	INT IN WOR	RDS:	Ν	line Hundre	ed Thousand Pesos	Php 900,000	0.00
The delivery inspection by Cl subject to the <b>PE</b> s/he shall be cou requested and C from any of its re Very truly your	must be made TEM-Manage SAALTY of Insidered in de ITEM granted Inceivables from TS,	efault and will be liable to pay LIQUIDATED D I an extension. The contractor/supplier authorize m CITEM. The contractor/supplier must present	on Audit. Rejected deliv ORDER for <b>EACH DAY</b> AMAGES in the amoun as CITEM to deduct the a a Delivery Receipt and BUR No. <u>TLGS</u> 2	eries are to be v OF DELAY. In c t of mount of undeliv Invoice or Officia 4 0 4 0 4 3 0	vithdrawn and/or replaced imm ase the contractor/supplier dou of the <b>TOTAL AMOUI</b> rered portion and to deduct the	nediately. Delay in the d es not deliver within the c VT unless the contractor penalty and liquidated o pon delivery.	elivery is lue date, /supplier
		nartment	DATE APRIL 24 AMOUNT Php90		MARJO F. E OIC-DM, OG Approved by:		
L N	lame & Signatu 25/3	re of Contractor/Supplier	Funds Available: MAW MALERNA C. E Chief, Controlle	· · · · · · · · · · · · · · · · · · ·	MA. LOURD Deputy Exec	E8 D. MEDIRAN cutive Director	<b>1</b>