

**PURCHASE ORDER**  
**DBM - GPPB-TSO**  
Entity Name

Supplier : **KREATIVEXPO INC.**P.O. No. : **PO-CDDDB-2025-015**

Address : Unit 2404 Discovery Suites, 25 ADB Ave, Ortigas Center, San Antonio, Pasig City

Date : 07 April 2025

TIN : 661-474-922-000

Mode of Procurement : **Section 35.6: Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services of the IRR of RA No. 12009 (NGPA)**

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery :

Delivery Term : **Please see condtions below.****N/A**

Date of Delivery :

Payment Term :

**N/A**

The GPPB-TSO shall pay the supplier the actual amount net of taxes in a send bill arrangement. Payment shall be made within thirty (30) calendar days from the submission of billing statement and completion of the deliverables and issuance of Certificate of Inspection and Acceptance, as may be applicable. Please see other conditions below.

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	<b>Media Services and Conference Management for the 2025 East Asia and the Pacific International Public Procurement Conference</b> <b>Requirements:</b> iConference Management aStage Management Event Director iProd Manager iiiStage Manager (2) vManagement Fee viVideo Playback viiAudio Spinner  iLead the technical team and full control of the technical booth dPre-event coordination with suppliers (Venue, Lights, Sounds, AV, Photo, Video) to ensure delivery of requirements are met accordingly dConduct technical rehearsal eSecure all onscreen visuals including presentations, sponsor rolls, TVCs etc. fTimely and effective management of speakers and on-stage elements g.Provide event checklist for client's reference hProfessional advice for a seamless program execution Lights and Sounds System  iGraphic Requirements & Design aGraphic design for onscreen visuals including Panel/Speaker Cards, Title Cards, Photo Wall etc. iIntra Board with Standee (9 pcs) bDesign ID Badges and Lanyards cAdvice on stage and venue design dLED Wall eEvent Wall  iOther Program Essentials aProfessional Host for the Conference b. Production of 9 Standee Banners c. Welcome Leis for VIP guests (80 pcs) d. ID Badges & Lanyard (20pcs for secretariat / 150pcs for guests / 20pcs for suppliers)	1		<b>P910,560.00</b>

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		<b>Terms of Payment:</b>  The GPPB-TSO shall pay the supplier the actual amount net of taxes in a send bill arrangement. Payment shall be made within thirty (30) calendar days from the submission of billing statement and completion of the deliverables and issuance of Certificate of Inspection and Acceptance, as may be applicable.  *****nothing follows*****			
(Total Amount in Words) <b>NINE HUNDRED TEN THOUSAND FIVE HUNDRED SIXTY PESOS ONLY</b>					<b>PHP 910,560.00</b>

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Contract may be terminated, in whole or in part, at anytime for the convenience of the Government upon thirty (30) days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.

Conforme:


**Ma. Theresa dela Cruz**

Signature over Printed Name of Supplier

**08-Apr-25**

Date

Very truly yours,


**RENEY B. CONCHA**
 Signature over Printed Name of Authorized Official  
 Officer-in-Charge, Capacity Development Division - B  
 Designation
Fund Cluster : 01Funds Available : Php 910,560.00for **HARRY A. DURAZA**

Signature over Printed Name of Accountant IV

ORS/BURS No. : \_\_\_\_\_

Date of the ORS/BURS: \_\_\_\_\_

Amount : \_\_\_\_\_