COS Number: 145-06-26

Republic of the Philippines
DEPARTMENT OF TOURISM
Region III
Ground Floor, Clark Center Two-2, Clark Freeport Zone, Pampanga

SERVICE CONTRACT

KNOWN ALL MEN BY THESE PRESENTS:

This **SERVICE CONTRACT** executed by and between the **DEPARTMENT OF TOURISM** (DOT Regional Office 3) represented herein by its Regional Director, **RICHARD G. DAENOS, Ph.D.**, hereinafter referred to as the **FIRST PARTY**, and **CREATIVENTS ADVERTISING**, represented by its Project Lead, **CHRYSLYN JOY GABAIS**, hereinafter referred to as the **SECOND PARTY**.

WITNESSETH: That

1. The **FIRST PARTY** shall facilitate their participation to the Philippine Travel Mart 2026 and do hereby contract the services of the **SECOND PARTY** to provide the services of a ground handler on September 3-7, 2026 in the amount of **FOUR HUNDRED FORTY-NINE THOUSAND FOUR HUNDRED PESOS ONLY (Php 449,400.00)** inclusive of taxes and subject to the usual government accounting and auditing rules and regulations;

2. The **SECOND PARTY** agrees to provide the services of a ground handler inclusive of the following:
   A. **Pavilion Design and Fabrication**
      a. Execution of the physical and technical set-up in accordance with the approved concept and reference pegs, inclusive of manpower, materials, and logistics.
         i. Professional pavilion design mockup congruent with approved concept
         ii. Securance of approvals and necessary permits from, and coordination with the PTM organizer
         iii. Booth structure (9m x 4m), including wall covers, panels, ceiling, wooden platform, and related components
         iv. Lighting and sound system, with complete electrical set-up and wiring (including safety compliance and backup extension units)
         v. Furniture (tables, chairs, storage units, rubbish bins, counters, podiums, shelves, etc.
         vi. Plants and greenery: combination of fresh and artificial (faux) plants for accents
         vii. Fixtures and local decorative elements in line with the approved design
         viii. Signages and branding elements (logos, panels, directional signs, backlit signage if applicable)
         ix. Flooring finish (carpet, vinyl, or other approved surface treatment over platform)
         x. AV equipment (TV screens, LED walls, projectors, if required by the concept)
         xi. Booth accessories and styling (table runners, display stands, brochure holders, etc.)
         xii. Onsite manpower for installation, technical assistance, maintenance, and dismantling after the event
         xiii. Logistics and transport of booth materials and equipment to and from the venue
         xiv. Safety and compliance provisions (fire extinguisher, cable covers, and adherence to venue regulations)
      b. Materials may include, but are not limited to: wood, bamboo, glass, acrylic, sintra boards, rubber, metal, textiles, and other approved finishes
   B. **Brand Activation Setup**
      a. Coverage of co-exhibitor fees for 3 local product or beverage suppliers
      b. Hiring of 2 local DJs or musicians inclusive of controller and complete equipment for 2 days
      c. Custom thermal paper photobooth with unlimited prints for 3 days

C. **Marketing Materials**
   a. 300 pcs. brochures, postcards or similar print material in equivalent amounts

D. **Accommodation**
   a. 1 Standard single room with breakfast from September 4-6, 2026 (2 nights) for the DOT-III Regional Director at DOT-accredited accommodation facility
   b. 2 Standard twin sharing rooms with breakfast from September 3-7, 2026 (4 nights) for four (4) DOT-III staff at DOT-accredited accommodation facility
   c. 1 Standard twin sharing room with breakfast from September 3-5, 2026 (2 nights) for two (2) DOT-III staff and stakeholders at DOT-accredited accommodation facility

E. **Meals**
   a. Lunch for 10 DOT staff and stakeholders (September 3-7, 2026)
   b. Dinner for 10 DOT staff and stakeholders (September 3-6, 2026)

F. **Tokens for VIPs and VVIPs**
   a. 15 Sets of local products of Central Luzon

G. **Contingencies** and other incidental expenses that may be incurred.

All items above shall be delivered by the **SECOND PARTY** in the amount of **FOUR HUNDRED FORTY-NINE THOUSAND FOUR HUNDRED PESOS ONLY (Php 449,400.00)** inclusive of taxes and subject to the usual government accounting and auditing rules and regulations;

3. The **FIRST PARTY** hereby agrees to tender payment of the contract fees as indicated herein upon the delivery of all requirements, based on the pre-agreed timeline for deliverables. Undelivered items shall be deductible from the final bill.

IN WITNESS WHEREOF THE PARTIES affixed their signatures this **4th day of August 2026** in Clark Freeport Zone, Philippines.

DEPARTMENT OF TOURISM
REGION III

RICHARD G. DAENOS, Ph.D.
FIRST PARTY

CREATIVENTS ADVERTISING

CHRYSLYN JOY GABAIS
SECOND PARTY

FUNDS AVAILABLE:

MARILOU T. PANGILINAN
Acting Accountant

SIGNED IN THE PRESENCE OF:

RONSAN M. PELARIZA

LUIS YSABEL L. LACANLALE

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES

Muntinlupa City) S.S.

BEFORE ME, a Notary Public for and in Muntinlupa City, Philippines this AUG 10 2026 day of 2026, personally appeared the following persons who have satisfactorily proven to me their identity through the following valid identification document:

Name	Valid Government ID	Date / Place Issued
[illegible]	[illegible]	[illegible]

All known to me and to me known to be the same person who executed the foregoing document and they acknowledged to me that the same is their free and voluntary act and deed.

This document consisting of _____(_) pages, including this page on which this acknowledgement is written has been signed on every page thereof by the parties hereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial on the date and at the place above written.

ATTY. ENGELBERT R. SUPAN
Notary Public for and in Muntinlupa City
Room 202-B, Christ the King Building, National Highway
Tunasan, Muntinlupa City
0927-9606351; ers.law1@gmail.com
Attorney's Roll No. 48163
Appointment No. 26-065, until December 31, 2027
PTR No. 5085626, 01/08/2026
IBP No. 596144; 01/20/2026; PPLM Chapter
MCLE Compliance No. VIII-0042701 04/14/2028

Doc No. 472;
Page No. 96;
Book No. XLIII;
Series of 2026.