



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9051606
Procuring Entity DEPARTMENT OF TOURISM
Title PROCUREMENT OF EVENT KITS FOR 2022 ASEAN TOURISM STANDARDS AWARDING CEREMONY

Area of Delivery

Solicitation Number:	2022-09-133	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	3
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	2
Classification:	Goods	Document Request List	10
Category:	Corporate Giveaways	Date Published	24/09/2022
Approved Budget for the Contract:	PHP 95,998.56	Last Updated / Time	29/09/2022 15:52 PM
Delivery Period:		Closing Date / Time	03/10/2022 14:00 PM
Client Agency:			
Contact Person:	MAITA SUMOGAD DANTE AA III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 msdante@tourism.gov.ph		

Description

TECHNICAL SPECIFICATIONS

Project Title: PROCUREMENT OF EVENT KITS FOR 2022 ASEAN TOURISM STANDARDS AWARDING CEREMONY

I. Purpose/Objective

- To be used during the conduct of ASEAN Tourism Standards Awarding Ceremony

II. Minimum Requirement for Suppliers

- Must submit at least one (1) similar sample work.
- Must be willing to provide services on send-bill arrangement.

III. Scope of Work

• PRINTING/PRODUCTION OF EXECUTIVE SET
(For reference please see attached sample as Annex A)

a. Inclusions

Card Holder
Pen
Notebook
Tumbler

b. Specifications

Design: #BEACCREDITED (Gobold Bold)

DOT Logo

Color: Black
Packaging: Black Box/ Gift Box with inserts
Quantity: 168 pieces

IV. Approved Budget of the Contract

NINETY-FIVE THOUSAND NINE HUNDRED NINETY-EIGHT PESOS AND FIFTY-SIX CENTAVOS
(PHP 95, 998.56 inclusive of all applicable taxes)

V. Submission of Sample for DOT Approval

- Within five (5) working days upon receipt of Purchase Order.

VI. Delivery Period

- Within twenty-five (25) working days after approval of final sample.

VII. Payment Procedure

- Payment shall be processed by the accounting division after complete delivery of all event kits and upon receipt of billing statement.
- Full payment for the event kits shall be received by the supplier at least thirty (30) working days after being subjected to Government accounting and auditing rules and regulations.

VIII. Compliance to Specifications/ Provisions

- Non-submission of proposed design and materials to be used in the conference kit shall be ground for disqualification of bid.
- The WINNING BIDDER, however, shall be determined not solely based on the amount of bid but shall also consider the over-all compliance with the design and quality of the submitted sample promotional materials.
- The WINNING BIDDER shall warrant its performance in accordance with the specifications as stated in this TOR, and design/concepts as approved by the DOT-END USER and that any and all resulting defects or deviations shall be corrected by the WINNING BIDDER at its own expense immediately upon being informed thereof by the DOT-END USER.
- The WINNING BIDDER shall hold in confidence all confidential information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved promotional materials except to those persons entrusted/authorized by the DOT-END USER.

IX. Project Officer/ Contact Person

MS. SHARLEMAGNE S. VALDEZ/ MS. ANGELICA PAULA S. LAPeÑA
Office of Tourism Standards and Regulation
Standards Development Division
Email: sdd@tourism.gov.ph
Telephone No.: (632) 459-5200-30 loc. 224

Other Information

NOTE: The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

- 1.Current Mayor's/business Permit/BIR cert. of Registration (Individual)
- 2.PhilGEPs' Registration Number or Cert. of Platinum membership in lieu of Mayor's permit and PhilGEPs' registration number.
- 3.Latest annual Income Tax Return (for ABC's above PhP500K)
- 4.Original or certified true copy of duly notarized Omnibus Sworn Statement.

Remarks

extension of submission of Quotation on October 3, 2022 @ 2:00PM

Date Created 23/09/2022

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