



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9071812
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Training Materials (USB flash drive)
Area of Delivery

Solicitation Number: 2022-09-149	Status	Active
Trade Agreement: Implementing Rules and Regulations	Associated Components	2
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	23
Category: Corporate Giveaways	Date Published	01/10/2022
Approved Budget for the Contract: PHP 165,900.00	Last Updated / Time	01/10/2022 00:00 AM
Delivery Period:	Closing Date / Time	04/10/2022 14:00 PM
Client Agency:		
Contact Person: Norjannah P Lucman Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 nplucman@tourism.gov.ph		

Description

PURPOSE/OBJECTIVE:

To be used:

- in the conduct of ASEAN MRA-TP Awareness Briefing Seminars and Toolbox Immersion Workshops.
- for the implementation, monitoring and evaluation of trainings under Tourism Industry Manpower Development and Training Coordinators of the Regional Offices.

SCOPE OIF WORKS/DELIVERABLES:

- *Production of Training Materials (USB Flash Drive)
quantity: 300 pieces
estimated unit cost: PhP553.00 per piece
- Specifications:
 - usb flash drive (wooden with laser engraved logo)
 - 64 gb memory capacity
 - back to back design (please refer to the attached sample)
 - hi-speed usb 3.0 compliant
 - measurements, (refer to the provided sample)

MINIMUM REQUIREMENTS FOR SUPPLIERS:

1. Submission of Sample Item(s) similar to required specifications.
2. Non-Submission of sample be ground for disqualification of bid

SCHEDULE OF DELIVERY:

- lowest calculated (and responsive) bidder must submit sample item five (5) days after the opening of bids
- full delivery of the items is seven (7) days upon receipt of approved and funded Purchase Order.
- partial delivery is NOT allowed.

PAYMENT PROCEDURE: Government Procedures

APPROVED BUDGET FOR THE CONTRACT (ABC):

The total budget allocation is One Hundred Sixty Five Thousand Nine Hundred Pesos (PhP165,900.00) inclusive of all applicable taxes.

COMPLIANCE TO SPECIFICATIONS/PROVISIONS:

1. The Winning Bidder (WB) must submit actual sample as specified in the layout/description prior to mass production
2. The WB, 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 flash drive.
3. The WB shall warrant its performance in accordance with the specifications as stated in this TOR, and design/measurements as approved by the DOT-End User and that any and all resulting defects or deviations shall be corrected by the WB at its own expense immediately upon being informed thereof by the DOT-End User.
4. The WB shall hold in confidence all information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved flash drive except to those persons entrusted/authorized by DOT-End User.

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	training materials	training materials (usb hard drive)	1	Lot	165,900.00

Other Information

THE PROPOSAL/QUOTATION must be addressed to:

PROCUREMENT MANAGEMENT DIVISION
Department of Tourism
Makati City

In addition to the Proposal/Quotation, kindly submit the following Eligibility Requirements:

1. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Registration Number
3. Latest Income/Business Tax Return (For ABC above PhP500, 000.00)
4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kindly submit your quotations together with your eligibility requirements IN A SEALED ENVELOPE on or before 04 OCTOBER 2022 at 2:00 pm. Late and unsigned quotations shall not be accepted.

Created by Norjannah P Lucman

Date Created 30/09/2022

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