



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9095994
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Production of Plaques
Area of Delivery

Solicitation Number:	2022-10-164	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	3
Category:	Tokens and Awards	Date Published	08/10/2022
Approved Budget for the Contract:	PHP 117,000.00	Last Updated / Time	08/10/2022 00:00 AM
Delivery Period:		Closing Date / Time	11/10/2022 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

Project Title:
PRODUCTION OF TITLE

Purpose/Objective:

To give recognition to the invaluable service and contribution of resource speakers and partners agencies/stakeholders for their service and support to DOT Training Programs and Activities to improve Philippine Tourism Human Capital.

Minimum Requirements for Suppliers:

- Submission of Sample of Previous Similar Work
- Submission of Sample material to be used

Scope of Works/Deliverables:

A. Direct Printing to Galss Plaque based on the old/design/ layout

Quantity: 29 pieces

Specifications:

- Material: Crystal Glass
- Dimensions: (H) 8.5" x (W) 5.5" x (T) 12mm
- Base: 2 layered crystal glass
- Color: Multi color with photographic etchings
- Design: TISP and DOT logo with text (as shown in the attached old design)

- Packaging: Individual bubble wrap inside

B. Production of Customized Glass Engraved Plaques based on the old design/layout

Quantity: 41 pieces

Specifications:

- Material: Crystal Glass
- Dimensions: (H) 8.5" x (W) 5.5" x (T) 12mm
- Base: 2 layered crystal glass
- Color: multi color with photographic etchings
- Design: TISP and DOT logo with text (as shown in the attached old design)
- Packaging: Individual bubble wrap inside

V. Schedule of Delivery

- Lowest Calculated Bidder must submit sample item three (3) days after the opening of bids
- Full delivery of the items is seven (7) days upon receipt of approved and funded P.O.
- Partial delivery is not allowed

VI. Payment Procedure

Government Procedure

VII. Approved Budget for the Contract (ABC)

Total Budget Allocation is Philippine Pesos: One Hundred Seventeen Thousand Pesos (PhP117,000.00), inclusive of taxes.

VIII. Compliance to Specifications/ Provisions

- The Winning Bidder (WB) must submit actual sample as specified in the layout/description prior to mass production
- 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 direct printing to glass plaques.
- The WB shall warrant its performance in accordance with the specifications as stated in the 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.
- The WB shall hold in confidence all information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved Plaques except to those persons entrusted/authorized by DOT End-User.

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Due to the distortion of some formats (e.g. tables) of this file, please refer to the ATTACHED "TECHNICAL SPECIFICATIONS" (as an attachment to this PhilGEPS Notice)

All documents attached and uploaded to this Notice are also available in the DOT's Official Website

<http://tourism.gov.ph/DOTOpenProjectsforBidding.aspx>

Other Information

*****PLEASE READ*****

THE PROPOSAL/QUOTATION must be addressed to:

To: PROCUREMENT MANAGEMENT DIVISION
Department of Tourism
Makati City

with details such as:

Name of the Bidder/Company:
Address of the Bidder/Company:
Title of the Project:
RFQ No. 2022-10-____

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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 to nplucman@tourism.gov.ph on or before 11 OCTOBER 2022 at 2:00 pm. Late and unsigned quotations shall not be accepted.

Created by Norjannah P Lucman

Date Created 07/10/2022

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