

Bid Notice Abstract**Request for Quotation (RFQ)**

Reference Number	9115910
Procuring Entity	DEPARTMENT OF TOURISM
Title	Procurement of Corporate Giveaways
Area of Delivery	Metro Manila

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Solicitation Number:	RFQ No. 2022 - 10 - 0172	Status	Pending
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	0
Category:	Corporate Giveaways	Date Published	14/10/2022
Approved Budget for the Contract:	PHP 405,960.00	Last Updated / Time	13/10/2022 3:10 PM
Delivery Period:		Closing Date / Time	18/10/2022 1:00 AM
Client Agency:			
Contact Person:	John Paulo Samonte Francisco Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 jsfrancisco@tourism.gov.ph		

Description

OFFICE OF TOURISM STANDARDS AND REGULATION

PROJECT AND INVESTMENT EVALUATION DIVISION

TECHNICAL SPECIFICATION

I. PROJECT

"PRODUCTION OF CORPORATE TOKENS/ GIVEAWAYS TO VIPS/ SPEAKERS/ COLLABORATORS/ INVITEES/ INVESTORS"

TRAVEL BAG

BAMBOO BENTO BOX

LEATHER PORTFOLIO

CANVASS BAG WITH ZIPPER

II. PURPOSE/OBJECTIVE:

To be used by the Project & Investment Evaluation Division (PIED) as corporate giveaways to VIPs, Speakers and Industry Partners during the conduct of the Division's events as part of promotion and to maintain goodwill and gratitude among development partners and prospective investors for their efforts.

III. PROCUREMENT REQUIREMENTS

LOT 1. TRAVEL BAG (175 Pieces)

ABC: Php 105,000.00

LOT 2. BAMBOO BENTO BOX (182 Pieces)

ABC: Php 182,000.00

LOT 3. LEATHER PORTFOLIO (50 pieces)

ABC: Php 65,500.00

LOT 4. CANVASS BAG WITH ZIPPER (405 pieces)

ABC: 53,460.00

Must be able to produce high quality tokens using the proposed materials specified in the attached layout/description

Willing to provide services on a send-bill arrangement

Must submit sample within 5 days upon receipt of approved and funded Purchase Order

Must deliver products within 15 working days after the final approval of sample

All packaging must have Department of Tourism/ Invest in Tourism Philippines brand, sample produced subject to final approval

IV. SPECIFICATIONS

1. TRAVEL BAG

Size: 45x26x26 cm

Color: Black, Grey or Navy Blue

Material: Oxford/Polyester/Anello-like fabric

Multi-function bag which can be converted to a crossbody bag, back pack or duffel bag

Waterproof

With front and side pockets

With shoe compartment

With printed DOT Logo and Invest in Tourism Philippines; sample produced subject to final approval.

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Notes:

DOT Logo atleast 1.5 inches in diameter

2. BAMBOO BENTO BOX

Food grade stainless steel body with 2 partitions

Volume: 700 ml

Bamboo lid with laser engraved DOT Logo and Invest in Tourism Philippines, sample produced subject to final approval.

With stretchable band for locking

With stainless steel spoon and fork with bamboo handle, and chopsticks

With 500 ml insulated bamboo tumbler

Kraft box packaging for the Bento Box, Utensils and Tumbler

Notes:

DOT Logo atleast 1 inch in diameter

3. LEATHER PORTFOLIO

Size: A4 : 34 x 25 x 3.5 cm/13.4x9.8x1.4inch(LXWXH)

Material : PU Leather

Color: Dark Brown

2 cord organizer

Pen holder

Phone compartment

Multiple card slots

File and side pockets

Can fit an Ipad

With engraved DOT Logo and Invest in Tourism Philippines in the cover, sample produced subject to final approval.

Box to be used for packaging

Shape

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Notes:

DOT Logo atleast 1 inch in diameter

4. CANVASS BAG WITH ZIPPER

Material: Canvas

Bag closure: Zipper

With front pocket

Size: Width: 34cm; Height: 38cm; Thickness: 6cm

Color: Khaki, Navy Blue and Black

With printed DOT Logo and Invest in Tourism Philippines, sample produced subject to final approval.

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Notes:

DOT Logo atleast 1.5 inches in diameter

Invest in Tourism Philippines Logo:

C:\Users\ACER\OneDrive - DEPARTMENT OF TOURISM\Pictures\INVEST IN TOURISM PH LOGO-01.png

V. BUDGET: PHP 406,000.00

LOT 1: TRAVEL BAG

105,000.00

LOT 2: BAMBOO BENTO BOX

182,000.00

LOT 3: LEATHER PORTFOLIO

65,500.00

LOT 4: CANVASS BAG WITH ZIPPER

53,460.00

TOTAL

405,960.00

The amount shall be charged against the 2021 Continuing Appropriations Work Program of the Project and Investment Evaluation Division.

VI. PROJECT OFFICER/CONTACT PERSON:

MA. CRISTINA S. OCHANGCO

4595200 LOC. 106

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Corporate Giveaways	Travel Bag	175	Piece	105,000.00
2	Corporate Giveaways	Bamboo Bento Box	182	Piece	182,000.00
3	Corporate Giveaways	Leather Portfolio	50	Piece	65,500.00
4	Corporate Giveaways	Canvass Bag with Zipper	405	Piece	53,460.00

Other Information

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: Kind submit your quotations together with your eligibility requirements thru email and sent it to jsfrancisco@tourism.gov.ph on or before 18 October 2022 at 10:00 am. Late and unsigned proposals shall not be accepted.

Created by John Paulo Samonte Francisco

Date Created 13/10/2022

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