



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9142775  
**Procuring Entity** DEPARTMENT OF TOURISM - NCR  
**Title** PROCUREMENT OF SUSTAINABLE TOURISM PROMOTIONAL GIVEAWAYS  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	NCR-2022-10-011	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	General Merchandise		
<b>Approved Budget for the Contract:</b>	PHP 646,692.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	1 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	22/10/2022
<b>Contact Person:</b>	Lawrence Jacosalem Alcantara Supply Officer 351 Sen. Gil Puyat Ave. Makati City Metro Manila Philippines 63-8-4595200 Ext.212 63-8-5533530 dotncr.bac@tourism.gov.ph	<b>Last Updated / Time</b>	21/10/2022 14:45 PM
		<b>Closing Date / Time</b>	28/10/2022 10:00 AM

#### Description

##### BACKGROUND AND PROJECT DESCRIPTION

The Department of Tourism – National Capital Region, in its effort to provide modern yet sustainable tourism promotional giveaways that best reflect Metro Manila as a cosmopolitan megacity yet cares for the environment, is procuring carefully thought-out advertising/promotional materials. These are tech-themed ideas that best represents the country's capital.

The Product and Market Development Unit (PMDU) has long envisioned select tech-themed promotional giveaways that would carry Metro Manila's brand while exemplifying the country's theme of fun. These will be heavily used in advancing the status of National Capital Region as a modern city that offers good promotional giveaways that its target market can best use.

Also, the need to fully promote locally-produced products are a must. It is given that Metro Manila is home to world-class products. Packaging also comes in the overall projection with carefully selected packaging materials that project Metro Manila as a world-class city.

##### II. SUSTAINABLE PROMOTIONAL GIVEAWAYS

Given the need to provide a modern yet very useful giveaway for the NCR tourism stakeholders, the following are the intended promotional takeaways classified in terms of status and pricing:

##### VVIPs

Philippine Spirits – Big Pack of 5 Php 785/pack X 100 packs

Philippine local chocolates

- Reserve Kit - Box of 24 Php 1,200.00 X 100 kits Php 350.00 X 100 boxes

VIPs

4-in-1 adaptor

Customized: with DOT-NCR logo Php 150 X 500 pcs

Power outlet with 2 USB and Type-C chargers

Customized: with DOT-NCR logo

Php 300 X 500 pcs

Philippine Spirits – Trio Pack Php 483.00/pack X 200 packs

REGULAR

Phone holder

Customized: with DOT-NCR logo

Php 60 X 500 pcs

PACKAGING:

Multi-purpose Squared Hard Box (Small)

6 x 6 x 4 inches Php 75 X 200 pcs

Multi-purpose Squared Hard Box (Big)

10 X 10 X 6 inches

Php 162 X 300 pcs

Filler Shredded Paper (4,000 grams)

Paper type: Premium

Cut size: Regular (4mm)

Cut style: Crinkle

Required grams specified at 8 grams per gift box

for 500 gift box

Php 299/500 grams per pack X 8 packs = Php 2,392.00

Premium Quality Tissue Wrapping Paper for Gift

wrapping

Packaging: 10 sheets/pack

Php 19 X 100 packs

Tote Bag

Material: Canvas

Standard Size: 11"W x 13"H

With one (1) color silkscreen print

Php 140.00 X 300

### III. OBJECTIVES

To provide a symbolic promotional material highlighting the National Capital Region's branding for tourism stakeholders' use

To provide different technology-themed promotional materials which the DOT-NCR can use to advance the region's status as the country's symbol of modern and fun destination .

### IV. LEGAL BASIS

Republic Act 9593 specifically Section 2-d, states that the DOT should create a favorable image of the Philippines within the international community, thereby strengthening the country's attraction as a tourism destination and eventually paving the way for other benefits that may result from a positive global view of the country;

Under Section 5 - (e) of Republic Act 9593 which provides an integrated market development program to attract people to visit the Philippines and enhance the prestige of the country and the Filipino people in the international

community;

Republic Act 9593 or Tourism Act of 2009 which states, among others, to:

Recognize sustainable tourism development as integral to the national socioeconomic development efforts to improve the quality of life of the Filipino people, providing the appropriate attention and support for the growth of this industry;

#### V. OTHER TERMS AND CONDITIONS

Willing to provide services on a "send-bill" arrangement. Processing of payment shall be initiated upon certification by the end-user of satisfactory completion of services and issuance of billing statements accompanied by supporting documents by the supplier. Payment must be made in accordance with prevailing accounting and auditing rules and regulations.

#### VI. QUALIFICATION AND REQUIREMENTS OF BIDDERS

1. Must be Filipino owned, operated, and legally registered enterprise company under Philippine laws;
2. Must provide previous similar works with the identified items.
3. Must have previous engagement with DOT or other National Government Agency.
4. Must be PHILGEPS Registered;
5. Winning supplier must produce one actual sample of each items for evaluation and approval.
6. Must not have any outstanding deliverables with DOT NCR.

#### VII. LEGAL DOCUMENTARY REQUIREMENTS

1. Valid Mayor's/Business Permit
2. PHILGEPS Registration
3. Latest Income/Business Tax Return
4. Original or Certified True Copy of Notorized Omnibus Sworn Statement

#### VIII. TERMS OF PAYMENT

Please send billing statement (through send bill arrangement) to the Department of Tourism – National Capital Region, 2/F The New DOT Bldg., Gil Puyat Avenue, Makati City

#### IX. APPROVED BUDGET FOR THE CONTRACT

Six Hundred Forty-Six Thousand Six Hundred Ninety-Two Pesos Only.

(Php 646,692.00)

#### X. CONTACT PERSON

ERNESTO S. TESTON COLLINS KARLA E. TELMO

Head, Product and Market Development Unit TOO I

DOT-NCR DOT NCR ernieteston@tourism.gov.ph cetelmo@tourism.gov.ph

0917-8791718

#### **Other Information**

Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) sets – 1 original copy IN A SEALED ENVELOPE to this office address:

DOT NCR BAC SECRETARIAT

Mr. Lawrence J. Alcantara –

Head, NCR BAC Secretariat

2nd Floor, DOT Building,

351 Sen. Gil Puyat Avenue, Makati City

Note: Deadline of submission is on October 28, 2022 at 10 AM

**Created by** Lawrence Jacosalem Alcantara

**Date Created** 20/10/2022

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