



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5598646
Procuring Entity DEPARTMENT OF TOURISM
Title 29th National Statistics Month Celebration - Conference kits and giveaways
Area of Delivery Metro Manila

Solicitation Number: 2018-08-0230	Status	Active
Trade Agreement: Implementing Rules and Regulations	Associated Components	3
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	3
Category: Corporate Giveaways	Date Published	31/08/2018
Approved Budget for the Contract: PHP 762,500.00	Last Updated / Time	31/08/2018 00:00 AM
Delivery Period: 30 Day/s	Closing Date / Time	05/09/2018 10:00 AM
Client Agency:		
Contact Person: John Paulo Samonte Francisco Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 psfrancisco.logistics@yahoo.com		

Description

TERMS OF REFERENCE

I. Project Name : 29th National Statistics Month Celebration (Opening Ceremony)

II. Date of Event : 02 October 2018

III. Requirements : Conference Kits and Giveaways

IV. Deliverables :

LOT 1: TOKENS / GIVEAWAYS

Description : Assorted Philippine Delicacies/Product with presentable packaging (canister, crate and/or ecobag/native handicrafts)
 Quantity : 250 pieces
 Print/Branding : Event Name and/or logos
 Estimated Amount per Piece : Php 1,500.00

LOT 2 : CONFERENCE BAG

Description/Material : Horizontal Philippine native (local materials) messenger bag with straps and high-quality zippers
 Quantity : 250 pieces
 Size : 30 x 24 x 8cm
 Print/Branding : Event Name and/or logos
 Estimated Amount per Piece : Php 900.00

LOT 3 : CONFERENCE NOTEBOOK WITH PEN

Description/Material : Presentable writing notebook, ruled with one (1) black ink pen
 Quantity : 250 pieces
 Inner Pages : 70-100 Sheets, 70gsm
 Cover Material : Philippine native / local materials
 Pen : Retractable/ Ballpoint Black Pen
 Size : Paper - 20 x 12 x 2.5cm
 Print/Branding : Event Name and/or logos
 Estimated Amount per Piece : Php 300.00

LOT 4 : GADGET ACCESSORIES ORGANIZER

Description/Material : Nylon cable organizer bag with high quality zipper
 Quantity : 250 pieces
 Size : 22.6 x 15.7cm
 Print/Branding : Event Name and/or logos
 Estimated Amount per Piece : Php 350.00

V. Qualifications

- a. Must be willing to provide service on a send-bill arrangement (Government procedure)

VI. Approved Budget for the Contract

Particulars	Quantity	Amount per piece	Total amount
LOT 1 : Assorted Philippine Delicacies/ Products Pack (Tokens/Giveaways)	250 P	1,500.00 P	375,000.00
LOT 2 : Conference Bag	250 P	900.00 P	225,000.00
LOT 3 : Conference Notebook	250 P	300.00 P	75,000.00
LOT 4 : Gadget Accessories Organizer	250 P	350.00 P	87,500.00
SUB TOTAL	P	762,500.00	

- a. An estimated total amount of Seven Hundred Sixty Two Thousand Five Hundred Pesos (Php 762,500.00)
 b. Includes all applicable taxes

VII. Contact Person

Ms. Manette T. Reyes
 Officer-in-Charge, SEAIMD
 Email: manetreyes@yahoo.com / mtreyes@tourism.gov.ph

Mr. Ryan R. Carlos
 Senior TOO, SEAIMD
 Email: rrcarlos082016@gmail.com / rrcarlos@tourism.gov.ph

Telephone Number: (02) 459-5200 to 5230 Local 512/506

Statistics, Economic Analysis, and Information Management Division (SEAIMD)
 Office of Tourism Development Planning, Research, and Information Management Division (OTDPRIM)

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.

Kindly submit your quotation by using the attached REPLY SLIP for the purchase of the above requirement, indicating our Solicitation Number & your Company Name in a SEALED ENVELOPE, addressed to Mr. John Paulo S. Francisco at DOT Bldg., 4th Floor, Procurement Section, 351 Sen. Gil Puyat Avenue, Makati City

PLEASE SUBMIT THE FOLLOWING DOCUMENTS:

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual) (In case of recently expired Mayor's/Business permit, submission of the expired Mayor's/Business permit together with the Official Receipt (renewal) shall be accepted.
2. Philgeps Registration Number or Certificate of Platinum Membership in lieu of Mayor's Permit and Philgeps Registration Number
3. Latest Income/Business Tax Return (For ABCs above Php500K)
4. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

Deadline for the submission of Quotation: on or before September 5, 2018

Created by John Paulo Samonte Francisco

Date Created 30/08/2018

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