



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9183128
Procuring Entity DEPARTMENT OF TOURISM - NCR
Title SUSTAINABLE TOURISM PROMOTIONAL GIVEAWAYS
Area of Delivery Metro Manila

Solicitation Number:	NCR--22-11-001	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	General Merchandise	Date Published	04/11/2022
Approved Budget for the Contract:	PHP 646,692.00	Last Updated / Time	03/11/2022 14:30 PM
Delivery Period:	2 Day/s	Closing Date / Time	08/11/2022 10:00 AM
Client Agency:			
Contact Person:	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		

Description

I. BACKGROUND & 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. 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.

III. QUALIFICATIONS 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 Platinum 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.

IV. SCOPE OF WORK/DELIVERABLES

Production and delivery of the following Items:

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 pcs

Winning Supplier/Bidder must provide and send an actual product/item before mass production*

V. BUDGETARY REQUIREMENTS

ITEMS PARTICULARS AMOUNT

Philippine Spirits

- Big Pack of 5

Trio Pack

Php 785/pack X 100 packs

Php 483/pack X 100 packs

Php 78,500.00

Php 48,300.00

Philippine local chocolates

- Pack of 6

24 X 8.5gms

Php 1,200.00 X 100 kits

Php 350.00 X 100 boxes

Php 120,000.00

Php 35,000.00

4-in-1 adaptor With DOT-NCR logo, Php 150 X 500 pcs Php 75,000.00

Phone holder With DOT-NCR logo, Php 60 X 500 pcs Php 30,000.00

Power outlet with 2 USB With DOT-NCR logo, Php 300 X 500 pcs Php 150,000.00

Multipurpose Square Hard Box (Small) Php 75 X 200 pcs Php 15,000.00

Multi-purpose Square Hard Box (Big)

Php 162 X 300 pcs Php 48,600

Filler Shredded Paper Php 299/500 grams per pack X 8 packs

Php 2,392.00

Premium Quality Tissue Wrapping Paper for Gift wrapping Php 19 X 100 packs Php 1,900.00

Tote Bag Php 140.00 X 300 pcs Php 42,000.00

TOTAL Php 646,692.00

APPROVED BUDGET FOR THE CONTRACT

PHP 646,692.00

Six Hundred Forty Six Thousand Six Hundred Ninety Two Pesos Only

VI. 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.

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

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Documentary Requirements to be submitted:

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

Contact Person/s:

Ernesto S. Teston – ernieteston@tourism.gov.ph 0917-8791718

Collins Karla E. Telmo – cetelmo@tourism.gov.ph 0955-9030026

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) original sets 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 November 8 at 10:00 AM

Created by Lawrence Jacosalem Alcantara

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