



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9225837
Procuring Entity DEPARTMENT OF TOURISM
Title Production of Customized Glass Engraved Plaques
Area of Delivery

Solicitation Number:	2022-11-279	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	13/11/2022
Approved Budget for the Contract:	PHP 200,000.00	Last Updated / Time	13/11/2022 00:00 AM
Delivery Period:		Closing Date / Time	16/11/2022 10:00 AM
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

TERMS OF REFERENCE

I. PROJECT TITLE: Production of Customized Glass Engraved Plaques

II. PURPOSE/OBJECTIVE:

* To give recognition to the invaluable service and contribution of the Training Champions/stakeholders for their service and support to DOT training programs and activities to improve Philippine Tourism Human Capital for the TISP Year-End Gawad Tagapagsanay 2022.

III. MINIMUM REQUIREMENTS FOR SUPPLIERS

- * Submission of sample of previous similar work
- * Submission of sample material to be used.

IV. SCOPE of WORKS/DELIVERIES:

Production of Plaque based on the attached design/layout
 Quantity: Eighty (80) pieces (Gawad Tagapagsanay)
 estimated unit cost P2,500.00

Specifications:

1. Material: Crystal Glass
2. Dimension: (H) 5" x (W) 4.6" x (T) 1/4"
3. Base: 2 layered crystal glass
4. Color: Multi color with photographic etchings
(to be supplied by DOT)
6. Packaging: Individual box with name label and bubble wrap inside

V. SCHEDULE OF DELIVERY

* Full delivery of items on or before 25 November 2022, 5:00 pm

V. PAYMENT PROCEDURE:

Government Procedures

VI. APPROVED BUDGET FOR THE CONTRACT

Total budget allocation is PHILIPPINE PESOS: TWO HUNDRED THOUSAND

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Plaques	Customized Glass Engraved Plaques	80	Piece	200,000.00

Other Information

THE PROPOSAL/QUOTATION must be addressed to:
PROCUREMENT MANAGEMENT DIVISION Department of Tourism
Makati City

RFQ No. 2022-11-279
PhilGEPS 9225837

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: Kind submit your quotations together with your eligibility requirements thru email and sent it to Ms. Norjannah P. Lucman / nplucman@tourism.gov.ph on or before 16 November 2022 at 10:00 am. Late and unsigned quotations shall not be accepted.

Created by Norjannah P Lucman

Date Created 12/11/2022

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