



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9260724
Procuring Entity DEPARTMENT OF TOURISM
Title PROCUREMENT OF CONFERENCE KITS: LEATHER PORTFOLIO
Area of Delivery

Solicitation Number: 2022-11-0298	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	2
Category: Corporate Giveaways	Date Published	22/11/2022
Approved Budget for the Contract: PHP 120,000.00	Last Updated / Time	22/11/2022 00:00 AM
Delivery Period:	Closing Date / Time	25/11/2022 09:00 AM
Client Agency:		
Contact Person: TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425 taromanes@tourism.gov.ph		

Description

OFFICE OF TOURISM STANDARDS AND REGULATION
PROJECT AND INVESTMENT EVALUATION DIVISION

TECHNICAL SPECIFICATION
I. PROJECT

PROCUREMENT OF CONFERENCE KITS: LEATHER PORTFOLIO

II. PROCUREMENT REQUIREMENTS

LEATHER PORTFOLIO (120 pieces)
ABC: Php 120,000.00

- 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 30 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

SPECIFICATIONS:

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

- Material : PU Leather
- Color: Dark Brown/Tan
- 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

Notes:

- DOT Logo atleast 1 inch in diameter

Invest in Tourism Philippines Logo:

III. BUDGET: PHP 120,000.00

The amount shall be charged against the 2022 Work Program of the Project and Investment Evaluation Division.

IV. PROJECT OFFICER/CONTACT PERSON:

MA. CRISTINA S. OCHANGCO
4595200 LOC. 106

NOTED BY:

VIRGILIO M. MAGUIGAD, EnP
Director
Office of Tourism Standards and Regulation

Other Information

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.

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

- 1.Current Mayor's/business Permit/BIR cert. of Registration (Individual)
- 2.PhilGEPS' Registration Number or Cert. of Platinum membership in lieu of Mayor's permit and PhilGEPS' registration number.
- 3.Latest annual Income Tax Return (for ABC's above PhP500K)
- 4.Original or certified true copy of duly notarized Omnibus Sworn Statement.

Created by TERESITA A. ROMANES

Date Created 21/11/2022

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