



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number	8315874
Procuring Entity	DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title	PRODUCTION OF GIVEAWAYS FOR 2021 MIMAROPA TOURISM APPRECIATION AND RECOGNITION DAY - FAME: SOAR HIGH AND RADIATE AMID A PANDEMIC
Area of Delivery	Metro Manila

Solicitation Number:	2021-12-09	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods - General Support Services	Bid Supplements	0
Category:	Corporate Giveaways		
Approved Budget for the Contract:	PHP 120,000.00	Document Request List	0
Delivery Period:	14 Day/s		
Client Agency:		Date Published	21/12/2021
Contact Person:	Monina Valdez Raneses Senior Tourism Operations Officer 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.210 63-890-0945 dot.mimaropa@gmail.com	Last Updated / Time	20/12/2021 21:16 PM
		Closing Date / Time	24/12/2021 13:00 PM

Description

Terms of Reference

I. ITEM

Counter Desk Pen

II. MINIMUM REQUIREMENTS FOR SUPPLIERS

Must be PHILGEPS REGISTERED

Must have been in the production business for not less than three (3) years, preferably a Manufacturer

Has in-house capacity to enhance and/or develop the design and layout of the required materials

Submission of actual sample of Counter Desk Pen with packaging is subject for approval/revision of the DOT-MIMAROPA within 3 days after closing of PHILGEPS posting for interested bidders

III DOCUMENTARY REQUIREMENTS FOR SUPPLIERS

Submission of complete documentary requirements upon PhilGEPS posting closing

Current Mayor's / Business Permit / BIR Certification (for Individual)

PHILGEPS' Registration Number or Certificate of Platinum Membership

Registration Certificate from SEC or DTI

Original or certified true copy of duly notarized Omnibus Sworn Statement

IV. SCOPE OF WORK/SPECIFICATIONS
 Prop Shipping Magnetic Floating Pen Bright Chrome
 Color: Silver
 Material: Metal
 Size: Pen Length – 11.7 cm
 Outer Diameter: 1.5cm
 Pen Base Height: 2.45 cm
 Pen Base Outer Diameter: 5.6cm
 DOT MIMAROPA Logo engraved in the pen with special message that is timely in the Pandemic.
 With Packaging and Gift Card
 Quantity: 150 pieces

V. APPROVED BUDGET FOR THE CONTRACT:
 The Approved Budget for the Contract is One Hundred Twenty Thousand Pesos (P120,000.00), inclusive of all government taxes and charges
 The winning bid, however, 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.

VI. DELIVERY PERIOD:
 Winning bid must deliver the 150 pieces Counter Desk Pen with packaging on or before 24 January 2022.

VII. PAYMENT PROCEDURE:
 Terms of payment to the winning bidder shall be in accordance with the government procedure (send bill arrangement). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.
 Full payment shall be made within thirty (30) working days upon delivery of the request order and acceptance of the supplies.

VIII. COMPLIANCE TO SPECIFICATIONS/PROVISIONS
 Non-submission of required documentary requirements and actual sample shall be ground for disqualification of bid.
 The WINNING BIDDER, however, shall be determined not solely based on the amount of bid but shall also consider the over-all compliance with the design and quality of the submitted sample.
 The WINNING BIDDER must deliver Counter Desk Pen as spot check will be done by END USER on the above-mentioned date of delivery.
 The WINNING BIDDER shall warrant its performance in accordance with the specifications as stated in this TOR, and design/concepts as approved by the DOT-MIMAROPA END USER and that any and all resulting defects or deviations shall be corrected by the WINNING BIDDER at its own expense immediately upon being informed thereof by the DOT-MIMAROPA END USER.
 The WINNING BIDDER shall hold in confidence all confidential information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved design/concepts of the items listed above except to those persons entrusted/authorized by the DOT-MIMAROPA END USER.

IX. PROJECT OFFICER/CONTACT PERSON
 Name: MS. JOANE KRIZZIA M. DELARIARTE
 Email: tisp.dot4b@gmail.com
 Contact No. : 0968 – 683 - 7548

Created by Monina Valdez Raneses
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