



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5305613  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Service Collar Pins  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	2018-04-0138	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Corporate Giveaways	<b>Date Published</b>	21/04/2018
<b>Approved Budget for the Contract:</b>	PHP 130,000.00	<b>Last Updated / Time</b>	21/04/2018 00:00 AM
<b>Delivery Period:</b>	10 Day/s	<b>Closing Date / Time</b>	24/04/2018 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Maria Alma O Almazan Administrative Officer III #351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 almaalmazan@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

I. PROJECT/ACTIVITY:  
DEPARTMENT OF TOURISM'S 45th ANNIVERSARY  
SERVICE COLLAR PINS  
MAY 11, 2018

##### II. REQUIREMENTS:

- 1000 pieces Service Collar Pins as 45th Anniversary token for the DOT Officials and Employees
- Specifications :
- Material: Brass  
Magnetic button  
Size 1" diameter  
( Please see attached sample design)

III. APPROVED BUDGET: PhP 130.00/pc x 1,000 pcs = PhP 130,000.00 (inclusive of VAT)

IV. TERMS OF PAYMENT: Government Procedures

**V. CONTACT PERSON:**

SOFIA C. PAGESUYUIN

Chief, Human Resource Division

Tel. No. 459-5200 to 30 local 407 and 408

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.

Deadline for the submission of Bid: April 24, 2018 10:00 am

Kindly submit your quotation for the purchase of the above requirement, indicating our Solicitation Number & Company Name in a sealed envelope, addressed to Ms. Maria Alma Almazan at DOT Bldg., Ground Floor, 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. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

**Created by** Maria Alma O Almazan

**Date Created** 20/04/2018

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