

**REQUEST FOR EXPRESSION OF INTEREST**

The Department of Tourism, through its Bids and Awards Committee (BAC) invites consultants to apply for eligibility and shortlisting, and if found shortlisted, to bid for the hereunder project:

Name of Project: **Media Planning and Placement Agency for the Development of a Media Plan to Implement the Philippine Tourism Brand Campaign and Uplift the Marketing and Promotion Efforts of the Department of Tourism**

Brief Description: To design, execute and implement the DOT's media plan in various forms

Approved Budget for the Contract: Two Hundred Fifty Million Philippine Pesos (PHP 250,000,000.00) inclusive of all applicable taxes.

Contract Duration: please refer to the Terms of Reference

The list of minimum requirements is indicated in the Eligibility Form. Eligibility of prospective bidders shall be checked using non-discretionary "pass/fail" criteria. Shortlisting of eligible consultants will be done based on the following criteria: experience of the consultant, qualification of personnel and current workload. Only five (5) eligible consultants shall make up the shortlist. The evaluation procedure to be adopted shall be Quality Based Evaluation (QBE).

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulations (IRR).

The schedule of activities is as follows:

<b>Activities</b>	<b>Schedule</b>
1. Issuance and availability of Eligibility Documents/Checklist	August 24 to 31, 2018 (8:00 a.m. to 5:00 p.m.) 4 <sup>th</sup> Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
2. Submission of Eligibility Requirements	Deadline until September 3, 2018 up to 9:00 a.m. only 4 <sup>th</sup> Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
3. Opening of Eligibility Documents/Eligibility Check	September 3, 2018 (10:30 a.m.) 4 <sup>th</sup> Floor Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
4. Results of Shortlisting	September 4, 2018
5. Issuance of Bid Documents to Shortlisted Eligible bidders	September 6 to 25, 2018 (8:00 a.m. to 5:00 p.m.) September 26, 2018 (until 9:00 a.m.) 4 <sup>th</sup> Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
6. Pre-Bid Conference with Shortlisted Eligible bidders	September 13, 2018 (10:00 a.m.) 4 <sup>th</sup> Floor Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
7. Deadline for request for clarification	September 14, 2018
8. Supplemental/Bid Bulletin	September 18, 2018
9. Submission of Bids (Technical & Financial bids)	Deadline until September 26, 2018 up to 9:00 a.m. only 4 <sup>th</sup> Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
10. Opening of Bids (Technical bids)	September 26, 2018 (10:00 a.m.) 4 <sup>th</sup> Floor Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City

The Eligibility Documents/Checklist may be obtained free of charge at the DOT-BAC Secretariat c/o Ms. Maria Alma O. Almazan, 4<sup>th</sup> Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City (Tel. Nos. 459-5200 to 30 loc. 425). Submission and results of eligibility shall be in the same office.

Bid documents will be available only to shortlisted eligible bidders upon payment of a non-refundable fee of Fifty Thousand Pesos (PhP50,000.00) to the DOT Cashier, Ground Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City.

The DOT reserves the right to reject any or all bids, declare a Failure of Bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding. Likewise, the DOT may waive any minor defect therein and accept the offer most advantageous to the government. Further, the DOT assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:

  
**ASEC. ROBERTO P. ALABADO III**  
 DOT-BAC Vice Chairperson

Date of Postings:

(Newspaper Advertisement : August 25, 2018

(PhilGEPS website: August 24 to September 2, 2018

(DOT Websites: August 24 to September 2, 2018

(DOT Bulletin Board: August 24 to September 2, 2018