

TECHNICAL SPECIFICATION OF CORPORATE GIVEAWAY
Merchandise Supplier
NTDP 2023-2028 Tourism Stakeholders National Summit
March 15, 2022

I. BACKGROUND

The Department of Tourism (DOT) has the full support of the various tourism stakeholders and has been actively involved in tourism planning and development both at the national, regional, and local levels. At the national level, the DOT is the key agency for policy-making, planning, regulation, and overall destination development. At the regional level, tourism planning and development are coordinated by the regional offices. The various tourism stakeholders call for a mechanism to better coordinate and manage the diverse goals which may in some cases be in conflict.

As the formulation of the National Tourism Development Plan (NTDP) 2023-2028 is being crafted, eliciting inputs/comments from the national tourism stakeholders is essential. The NTDP 2023-2028 will provide direction and development framework for the national and local tourism stakeholders in their journey to full recovery.

In this regard, the DOT is looking for a supplier of Corporate Merchandise to be distributed to the delegate of the National Summit.

II. REQUIREMENT/CONDITIONS

- Must be willing to provide services on a send-bill arrangement/ government procedure
- Must be able to produce 300 pcs of laptop/messenger bag with the following specifications:
 - Premium manmade leather (synthetic leather);
 - Colors: Black and Dark Gray;
 - Size: can fit a 15.6" laptop;
 - Dimension: 41*30*6 cm;
 - Adjustable, padded shoulder strap extends 52-inches;
 - Main compartment with zipper pocket, full front flap, and zipper pocket at the back;
 - DOT Logo at least 2 inches in diameter with the name of the event;
 - Must be willing to provide product warranty/return and exchange of defective items;
 - Must be able to produce the materials within the period agreed upon by the parties;
 - The winning bidder must be able to comply with the design (sample attached hereto) conforming with the specifications by the end-user;

- The winning bidder, however shall be determined not solely based on the amount of the bid but shall also consider the overall compliance with the design and quality of the submitted sample;
- Packaging and Label. Each bag must be individually packed;
- Complete number of items shall be delivered within twenty-five (25) days upon the receipt of the final approved design.

III. QUALIFICATION REQUIREMENTS

- The merchandising supplier must be duly established in the Philippines;
- The merchandising supplier must have undertaken a similar material production in the last three (3) years; and
- The merchandising supplier must have been in existence for the last three (3) years and with an aggregate cost of at least fifty percent of the approved budget cost of the project.

IV. APPROVED BUDGET FOR THE CONTRACT AND MODE OF PAYMENT

The approved budget for the contract is **One Hundred Eighty Thousand Pesos (Php 180,000.00)** inclusive of all applicable taxes, government procedure and send bill arrangement

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