



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9871392
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of One Thousand (1,000) pieces of Totebag for the series of Focus Group Discussions, Public Consultation, Training, and Orientation wit Various LGU's and Tourism Stakeholders

Area of Delivery

Solicitation Number:	SVP 2023-06-408	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods	Bid Supplements	0
Category:	Office Equipment Supplies and Consumables		
Approved Budget for the Contract:	PHP 110,000.00	Document Request List	0
Delivery Period:			
Client Agency:		Date Published	22/06/2023
Contact Person:	JOSE QUISORA PEREZ Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 jqperez@tourism.gov.ph	Last Updated / Time	21/06/2023 13:24 PM
		Closing Date / Time	27/06/2023 11:00 AM

Description

OFFICE OF TOURISM STANDARDS AND REGULATION
STANDARDS DEVELOPMENT DIVISION (SDD)

TECHNICAL SPECIFICATIONS

Project Title: PROCUREMENT OF TOTE BAGS FOR OTSR – SDD PROJECTS

I. PURPOSE/OBJECTIVE

- To be used during the conduct of OTSR Standards Development Division's seminars / public consultations / trainings / orientations and other related projects

II. MINIMUM REQUIREMENT FOR SUPPLIERS

- Submission of similar sample works and materials of the item.
- Submission of recommended patterns to be used for the item (if any).
- With no history of cancellation from previous clients / DOT Offices / projects.
- Must be willing to provide services on send-bill arrangement.

III. SCOPE OF WORK

PRINTING/ PRODUCTION OF TOTE BAG- (Php 110,000.00)

(For reference please see attached sample as Annex A)

- Quantity: 1,000 pieces
- Material: Canvas
- Color: Natural
- Weight: 12 oz (13/13 strands per inch)
- Size: 16" (H) x 18" (L) x 3" (W)
- Design (FRONT):
- Text: PHILIPPINES
- Font: Karatula Display
- Print: Yakan Pattern (winning bidder may recommend other weave patterns for approval of the end-user)

- Design (BACK):
- DOT Logo
- Text: Office of Tourism Standards and Regulation
- accreditation.tourism.gov.ph
- www.tourism.gov.ph
- Font: Arial

IV. APPROVED BUDGET OF THE CONTRACT

ONE HUNDRED TEN THOUSAND PESOS

(PHP 110, 000.00 inclusive of all applicable taxes)

V. SUBMISSION OF SAMPLE FOR DOT APPROVAL

- Within five (5) working days upon receipt of approved and funded Purchase Order.

VI. DELIVERY PERIOD

- Within twenty (20) working days after approval of the final sample.

VII. PAYMENT PROCEDURE

- Payment shall be processed by the accounting division after complete delivery of all event tokens and upon receipt of the billing statement.
- Full payment for the items shall be received by the supplier at least thirty (30) working days after being subjected to Government accounting and auditing rules and regulations.

VIII. COMPLIANCE TO SPECIFICATIONS/ PROVISIONS

- 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 quality of the submitted sample items and the recommended designs of the supplier.
- 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-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-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 items except to those persons entrusted/authorized by the DOT-END USER.

IX. PROJECT OFFICER/ CONTACT PERSON

MR. JC JAN O. CUETO
Office of Tourism Standards and Regulation
Standards Development Division
Email: jocueto@tourism.gov.ph / sdd.procurement@gmail.com
Telephone No.: (632) 8459-5200-30 loc. 224
Mobile No.: 09054734304

APPROVED BY:

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

ANNEX A

I. CANVAS TOTE BAG

OFFICE OF TOURISM STANDARDS AND REGULATION
STANDARDS DEVELOPMENT DIVISION (SDD)

Other Information

In addition to the Proposal/Quotation, kindly submit the following Eligibility Requirements:

1. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Registration Number

3. Latest Income/Business Tax Return (For ABC above Php500, 000.00)

4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement.

Note: Kindly submit your quotations together with your eligibility requirements to jqperez@tourism.gov.ph on or before 27 June 2023 at 10:00 am. Late and unsigned quotations shall not be accepted

Created by JOSE QUISORA PEREZ

Date Created 21/06/2023

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