



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10090122
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Customized Notebook

Area of Delivery

Solicitation Number:	SVP 2023-08-565	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Corporate Giveaways	Date Published	01/09/2023
Approved Budget for the Contract:	PHP 100,000.00	Last Updated / Time	31/08/2023 15:36 PM
Delivery Period:		Closing Date / Time	04/09/2023 11:00 AM
Client Agency:			
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		

Description

TECHNICAL SPECIFICATIONS
Office of Industry Manpower Development

I. Project Title: PROCUREMENT OF CUSTOMIZED NOTEBOOK

II. Purpose/Objective:

- To be used in the conduct of Learning Needs Assessment – Focus Group Discussions and workshops being conducted by the Department of Tourism - Office of Industry Manpower Development.

III. Minimum Requirements for Suppliers:

- Submission of actual sample.
- Proposed materials to be used as specified in the layout/description.
- Non-submission of sample shall be ground for disqualification of bid.

IV. Scope of Works/Deliveries:

Procurement of Customized Notebook

- Quantity: 1000 pcs
- Estimated Amount per piece: P100.00
- Estimated Total Amount: P100,000.00
- Specifications :

1. Customizable front & back cover

2. Size – 5.5" x 8.5"
3. 3 cover options
4. 80 filler pages
5. Blank filler paper

V. Schedule of Delivery:

- Full Delivery of the items is ten (10) days upon receipt of approved and funded P.O.
- Partial delivery is not allowed.

VI. Payment Procedure:

Government Procedures

VII. Approved Budget for the Contract:

ONE HUNDRED THOUSAND PESOS (100,000.00)
INCLUSIVE OF APPLICABLE TAXES.

VIII. Compliance to Specifications/Provisions

- The WINNING BIDDER must submit actual sample as specified in the layout/description prior to mass production.
- 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 acrylic top certificate folder.
- The WINNING BIDDER shall warrant its performance in accordance with the specifications as stated in this TOR, and design/measurements 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.

IX. Project Officer/Contact Person(s)

CASSANDRA S. CAMONGGOL
Manpower Planning and Monitoring Division
Office of Industry Manpower Development
Email: cscamonggol@tourism.gov.ph
Telephone: 459-5200 to 5230 loc 218

Prepared by: Approved by:

CASSANDRA S. CAMONGGOL ARLENE A. ALIPIO
Supervising TOO, MPMD-OIMD OIC-Director, OIMD

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 01 September 2023 at 11:00 am. Late and unsigned quotations shall not be accepted.

Created by JOSE QUISORA PEREZ

Date Created 31/08/2023

