



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10089856  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of Tokens for the VIP's and Guest of the DOT-OSEC (Tampii Box, Woven Pouch, Inabel Body Towel & Coaster)

#### Area of Delivery

<b>Solicitation Number:</b>	RFQ-NP-SVP 2023-08-564	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<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>	4
<b>Category:</b>	Tokens and Awards	<b>Date Published</b>	01/09/2023
<b>Approved Budget for the Contract:</b>	PHP 507,634.50	<b>Last Updated / Time</b>	01/09/2023 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	04/09/2023 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat AVenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425 taromanes@tourism.gov.ph		

#### Description

TECHNICAL SPECIFICATIONS  
Tokens for the VIP's and Guest of the DOT-OSEC

#### I. PROJECT

Procurement of Tokens for the VIP's and Guest of the DOT-OSEC

#### II. MINIMUM REQUIREMENTS

1. Supplier must have at least three (3) years of experience in producing and supplying the items to ensure reliability and product quality assurance.
2. Supplier must be willing to transact on a send bill arrangement.
3. The ABC shall cover the delivery charges, VAT and other related expenses and applicable government taxes.
4. Must include sample upon submission of quotation for evaluation.

#### III. SPECIFICATIONS

Lot 1: Tampipi Box  
Size in inches : 12x12x4  
Material : Buri Palm Leaves with ribbon (color of Love the Ph Logo)

Lot 2: Woven Pouch  
Size in cm. :11x21  
Material : Handwoven banig, flap made out of genuine local leather,

magnetic snap, interior padded with foam, compartment for storing money, rear pocket for coins and other small items.

**Lot 3: Inabel Body Towel**

Size in inches : 29x60

Material : Pure cotton

Remarks : Premium Inabel Body Towel in any pattern design or plain.

**Lot 4: Coasters**

Dimension : 10.8 cm.

Materials : Ceramics, non-absorbent

Remarks : 4pcs. Coaster in 1set, designed with larong pinoy (ex. Luksong tinik, luksong baka, sungka, pitik bulag, etc.)

**PROJECT COST**

Item Description	Unit	Quantity	Unit Price	Amount
Tampipi box	pcs.	150	P124.97	P 18,745.50
Woven Pouch	Pcs.	150	P2,097.08	P314,562.00
Inabel Body Towel	pcs.	150	P339.90	P 50,985.00
Coasters Set	150	P822.28	P123,342.00	
<b>Total</b>				<b>P507,634.50</b>

**IV. PROOFING**

Supplier/service provider must provide sample within two (2) days upon receipt of the approved Purchase Order for final approval of the end-user.

**V. DELIVERY PERIOD**

Delivery is Ten (10) working days upon receipt of the approved final sample and funded purchase order.

**VI. TERMS OF PAYMENT**

Payment shall be made via send bill arrangements based on the actual items delivered not to exceed the total estimated budget.

**VII. BUDGET ESTIMATE**

The total budget estimate is Five Hundred Seven Thousand Six Hundred Thirty-Four Pesos and 50/100 Only (Php507,634.50), inclusive of all cost for delivery, VAT and other applicable taxes, chargeable against FY 2022 OTDPRIM Continuing Funds.

**VIII. PROJECT OFFICER / CONTACT PERSON**

JENNILYN L. AMURAO

Administrative Assistant III (Secretary II)

Office of the Secretary (OSEC)

Cp and Viber no.: 09493052628

Email: jlamurao@tourism.gov.ph

**APPROVED BY:**

ATTY. GLENN ALBERT M. OCAMPO

Head Executive Assistant, OSEC

**Other Information**

NOTE: 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.

**REQUIRED VALID DOCUMENTS TO BE SUBMITTED:**

- 1.Current Mayor's/business Permit/BIR cert. of Registration (Individual)
- 2.PhilGEPS' Registration Number or Cert. of Platinum membership in lieu of Mayor's permit and PhilGEPS' registration number.
- 3.Latest annual Income Tax Return (for ABC's above Php500K)
- 4.Duly notarized Omnibus Sworn Statement.

**Created by** TERESITA A. ROMANES

**Date Created** 31/08/2023

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