



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number	10118521
Procuring Entity	DEPARTMENT OF TOURISM
Title	Procurement of IEC Materials and Tokens to be distributed to the participants/officials/speakers in the conduct of SMED's Seminar, Training Programs, and other related p
Area of Delivery	Metro Manila

Solicitation Number:	RFQ NP-SVP 2023-09-586	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	3
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Corporate Giveaways	Date Published	12/09/2023
Approved Budget for the Contract:	PHP 606,200.00	Last Updated / Time	11/09/2023 08:26 AM
Delivery Period:		Closing Date / Time	15/09/2023 10:00 AM
Client Agency:			
Contact Person:	NAZER NIÑO L ALLANIGUE Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 nlallanigue@tourism.gov.ph		

Description

TECHNICAL SPECIFICATION
(IEC Materials and Tokens)

I. Project: Procurement of IEC Materials and tokens

II. Project Description: The project will entail the service of the winning bidder for the production of IEC materials and tokens that will be given during the conduct of OTSR's seminars/trainings and other related projects.

The items to be procured will serve as tokens of appreciation to the Officials, Resource Speakers, and participants of the OTSR-conducted seminars.

III. Effectivity: August - December 2023

IV. Minimum Requirements for Bidders

1. Bidders must be PhilGEPS registered
2. Must be willing to provide product warranty/return and exchange of defective items
3. Must not have a history of cancellation of award or non-compliance with the deliverables
4. Must be willing to provide services on a send-bill arrangement

V. Scope of Work/Deliverables

The services required by the DOT End-user:

1. Submit sample of actual product prior to mass production.
2. Proposed materials to be used as specified in the layout/description

VI. Deliverables

LOT 1

250 pcs: Mini umbrella with pouch (Php 77,500.00)
Please see the attached sample design

Specifications (Umbrella):

Fabric/Material: Polyester

Size: around 6 in. when folded (pocket-sized)

Logo:

Printed text –

Department of Tourism

Printed love the Philippines design
(one side only)

Color: Black

Quantity: 250 pcs.

Specifications (Pouch/Case):

Fabric/Material: Polyester

Logo: Printed Love the Philippines logo

Color: Black

Quantity: 250 pcs

LOT 2

250 pcs: Tote Bag (Php 112,500.00)
Please see the attached sample design

Specifications:

Fabric/Material: Structured tote made from heavier canvas

Size (LxWxH): 16 x 22 in.

Hand bag strap: 12 in. total length

Quantity: 250 pcs

Color: Canvas with Love the Philippines design

Lock: Zipper

*With Love the Philippines printed logo (middle – pocket area)

*With interior pockets/compartments on each side for pen, phone, cards, etc.

*With outside pocket

LOT 3

250 pcs: File storage device (Flash drive) (Php 75,000.00)
Please see the attached sample design

Specifications:

Material: Stainless cap less design

Case: small box with magnet clasp and printed DOT logo and weaved design

Quantity: 250 pcs.

Memory: 32 GB

LOT 4

80 pcs: Wireless charging device (Powerbank) (Php 80,000.00)
Please see the attached sample design

Specifications:

Size (LWH): 99 (L)/62(W)/23(H)mm

Logo: Printed – DOT logo and weaved design (40 mm in diameter)

Color: Black/White

Capacity: 10,000 mAh

Quantity: 80 pcs.

*Wireless fast-charging

*Lightweight

*InPut

*OutPut

*OutPut (WireLess)

* With

Case: Durable polyester travel pouch with faded printed blue/black and Love the Philippines logo

LOT 5

80 pcs: Packable Duffel bag (Php 80,000.00)
Please see the attached sample design

Specifications:

Fabric/Material: Polyester cotton (bag) Canvas / Cotton twill (strap)

Size (LWH): 22 x 10 x 12 in.

Logo: Embroidered – Love the Philippines logo (2" in diameter)

Colors: 40 pcs: Dark Blue (RGB 18, 25, 51) (main)
weaved (strap) *with metal strap connector

40 pcs: Black (main)
weaved (strap)

Quantity: 80 pcs

LOT 6

120 pcs: Corporate Jacket (Php 109,200.00)
Please see the attached sample design

Specifications:

Fabric/Material: Polyester (water-resistant)

Logo (front): Embroidered - DOT Quality Seal (2" in diameter),
Printed weaved design

(back): Embroidered – Tourism Quality Adviser
Printed – Love the Philippines logo

Quantity: 120 pcs.

Color: Blue (RGB, 36, 44, 68)

*Zip front

*With extra lining/fabric inside

*With side pockets

*Cuff with snap button

LOT 7

120 pcs: Customized Polo Shirt (Php 72,000.00)
Please see the attached sample design

Specifications:

Fabric/Material: 100% Cotton Pique

Logo (front): Embroidered - DOT Quality Seal (2" in diameter)
Embroidered Tourism Quality Adviser under the logo
(back): Embroidered – Department of Tourism

Colors: 60 pcs. Blue (RGB 34, 39, 61)
60 pcs. Red (RGB 176, 22, 22)

Quantity: 120 pcs.

Font: AceBingham SH

- *Short sleeves with printed weaved design
- * Right sleeve with printed Love the Philippines logo
- *Bottom style with slits
- *Three buttons
- * Printed weaved design collar contrast inside

TOTAL BUDGET FOR THE IEC MATERIALS / TOKENS: Php 606,200.00

VII. Submission of Sample for DOT Approval

Within seven (7) working days upon receipt of Notice of Award

VIII. Delivery Period:

Within thirty (30) working days after approved Purchase Order.

IX. Terms of payment:

Full payment shall be processed after delivery and acceptance of the IEC materials and tokens and upon receipt of billing statement based on the Government Payment Procedures.

X. Compliance to Specifications/Provisions:

- Non-submission of required sample works and materials to be used shall be ground for disqualification of bid.
- The WINNING BIDDER, may, however, suggest changes in the design and materials to be used which might improve the look of the IEC materials/tokens, provided that the amount of bid will not exceed the total budget.
- 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 of IEC materials/Tokens.
- 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 keep in confidence all confidential information provided by the end-user and shall not use, reproduce, nor disclose to others the approved Accreditation Kits/Tokens except to those persons entrusted/authorized by the DOT-END USER.

XI. Prepared by:

Project Officers/Contact Persons

Rei Ann S. Razon/Angelica Paula S. Lapeña
Standards Monitoring and Enforcement Division
Office of Tourism Standards and Regulation
Email: rsrazon@tourism.gov.ph / smed@tourism.gov.ph
Contact no.: 459-5200 loc. 216

Approved by:

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

NOTE: The winning bid shall be determined not solely based on the amount of bid but shall also consider the over-all compliance to the quality of the submitted sample of IEC materials/Tokens, provided that the amount of bid does not exceed the above total budget. They must be willing to wait at least 45 days for the government payment facilitation process.

Other Information

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 Certification/ Registration Number.

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

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

Note: Kind submit your proposals together with your eligibility requirements thru email and send it to nlallanigue@tourism.gov.ph on or before 15 September 2023 at 10:00 am. Late and unsigned quotations shall not be accepted.

Created by NAZER NIÑO L ALLANIGUE

Date Created 11/09/2023

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