



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10322578  
**Procuring Entity** DEPARTMENT OF TOURISM - NCR  
**Title** SUPPLY AND DELIVERY OF TOKENS/GIVEAWAYS for NORTH LUZON TRAVEL EXPO 2024  
**Area of Delivery** Metro Manila

|  |   |                              |                     |
|--|---|------------------------------|---------------------|
| <b>Solicitation Number:</b>              | NCR-2023-11-068   | <b>Status</b>                | <b>Pending</b>      |
| <b>Trade Agreement:</b>                  | Implementing Rules and Regulations  | <b>Associated Components</b> | 1                   |
| <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> | 0                   |
| <b>Category:</b>                         | Corporate Giveaways   | <b>Date Published</b>        | 16/11/2023          |
| <b>Approved Budget for the Contract:</b> | PHP 70,000.00   | <b>Last Updated / Time</b>   | 15/11/2023 13:55 PM |
| <b>Delivery Period:</b>                  | 2 Day/s   | <b>Closing Date / Time</b>   | 20/11/2023 08:00 AM |
| <b>Client Agency:</b>                    |   |                              |                     |
| <b>Contact Person:</b>                   | Lawrence Jacosalem<br>Alcantara<br>Supply Officer<br>351 Sen. Gil Puyat Ave.<br>Makati City<br>Metro Manila<br>Philippines<br>63-8-4595200 Ext.212<br>63-8-5533530<br>dotncr.bac@tourism.gov.ph |                              |                     |

**Description**

**I. OBJECTIVES:**

The DOT NCR will be participating in the North Luzon Travel Expo 2023 on November 24 – 28, 2023 at Baguio City. The DOT NCR thru PMDU will be procuring prizes for attendees and participants of the aforementioned event.

**II. TECHNICAL SPECIFICATIONS /DELIVERABLES:**

**A. DELIVERY DATE:**

50% of Items – On or before November 23, 2023

50% of Items – On or before November 30, 2022

**B. DELIVERY PLACE:**

Department of Tourism – National Capital Region 2/F DOT Bldg, 351 Sen. Gil Puyat Street 1200 Makati City Tel. No. (02) 8459-5200 to 5230 local 212/223

**C. BAMBOO PEN**

Quantity: 1,000 pieces

Price per piece: Php 25.00

Size: Standard

Added print: Colored print, 1 side "DOT – National Capital Region" text print,

DESIGN AS SHOWN HEREUNDER:

**D. CANVASS BAG**

Size: 12 x 16 x 4 inches

Quantity: 300 pieces

Price per piece: Php 150.00

Added print: 1 or full color print, 1 side (logo size: Max 9" x 9")

DESIGN AS SHOWN HEREUNDER:

**MINIMUM REQUIREMENTS FOR SUPPLIERS**

A. A Metro Manila based enterprise that offers and will be able to deliver the above-stated specifications;

B. Items must be approved by the Project Officers prior to delivery;

C. Willing to provide services on send-bill arrangement.

Approved Budget For the Contract (ABC) : Php 70,000.00 PESOS : SEVENTY THOUSAND ONLY

\* inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net

TERMS OF PAYMENT 100% billing after delivery of services via send bill arrangement and certification from the project officer of goods and services rendered.

DOCUMENTARY REQUIREMENTS TO BE SUBMITTED:

1. Valid Mayor's/Business Permit
2. PHILGEPS Registration
3. Duly notarized Omnibus Sworn Statement

Contact Person:

MS. MAY MENDOZA-RAMOS - mmramos@tourism.gov.ph.

MS. JENNY ANNE PAUL D. GATUS jdगतus@tourism.gov.ph

**Other Information**

Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) original sets IN A SEALED ENVELOPE to this office address: DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City

Note: Deadline of submission is on November 20, 2023 at 8:00am

**Created by** Lawrence Jacosalem Alcantara

**Date Created** 15/11/2023

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