



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10365049  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Mindanao and Halal Promotional Tokens

**Area of Delivery**

<b>Solicitation Number:</b> RFQ NP-SVP No. 2023-11-742	<b>Status</b>	<b>Active</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>	1
<b>Category:</b> Corporate Giveaways	<b>Date Published</b>	27/11/2023
<b>Approved Budget for the Contract:</b> PHP 190,000.00	<b>Last Updated / Time</b>	27/11/2023 00:00 AM
<b>Delivery Period:</b>	<b>Closing Date / Time</b>	30/11/2023 14:00 PM
<b>Client Agency:</b>		
<b>Contact Person:</b> Norjannah P Lucman Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425  nplucman@tourism.gov.ph		

#### Description

**MINIMUM REQUIREMENTS:**

- Must be PhilGEPS registered service provider
- Must be able to provide services on a send bill arrangement

**SPECIFICATIONS (DINING SET)**

- Production of a total of 100 dining sets, the breakdown of which is as follows, containing 1 placemat printed with Mindanawon textil (combination of Yakan, T'nalak, Pis Syabit, Inaul), and 1 set of wooden/stell utensils laser printed with colors of Mindanao logo, 1 table cloth naokin with DOT logo, Love the Philippines ogo, ad colors of Mindanao logo.
- Premium packaging with embossed colors of Minanao and Love the Philippines logo.
- Delivery 20 working days, inclusive of final packaging and shipment to Makati Central Office.

**COLORS OF MINDANAO DINING SET inclusions:**

- Placemat
  - \* DTF printed with Mindanwon textile (combination of Yakan, T'nalak, Pis Syabit)
  - \* size specification: 11.5" x 18"
  
- Utensil Set
  - \* material type: wooden and silver
  - \* UV DTF laser printed with colors of Mindanao logo
  - \* Comes with a case, spoon, fork and chopstick
  - \* Engraved print on spoon, fork and chopstick
  
- Table Cloth Napkin
  - \* material type: cloth
  - \* size specification: 14" x 14"
  - \* DTF printed with DOT, LOVE the Philippines, Colors of Mindanao logos

**PACKAGING SPECIFICATIONS:**

- Black corrugated box (can fit all dining set inclusion in a freight-safe manner)
- size specifications: 5" x 5" x 2"
- honeycomb
- divider
- ribbon
- UV DTF print on box (LOVE the Philippines and Colors of Mindanao)

**FREIGHT SPECIFICATIONS**

- expedited shipping to Makati Central Office (351 Sen. Gil Puyat Avenue, Makati, Philippines) upon completion
- with content documentation inside shipment box

**SPECIFICATIONS (COASTER SET)**

A. Production of a total of 100 coaster sets, the breakdown of which is as follows, containing 3 ceramic coasters with different Mindanao Textile Design, and 1 ceramic coaster with DOT, LOVE the Philippines and Colors of Mindanao logos.

**-Glass Coaster Set specifications**

- \* size specification: 10" x 10"
- \* material type: ceramic
- \* with rubber stopper at the bottom
- \* printed with Mindanao textile

**- Packaging specifications**

- \* 38 x 29 6cm (can fit all coaster set inclusion in a freight-safe amnner, abaca box)
- \* gift bag for recipients

**- Freight Specifications**

- expedited shipping to Makati Central Office (351 Sen. Gil Puyat Avenue, Makati, Philippines) upon completion
- with content documentation inside shipment box
- delivery within 20 working dats, inclusive of final packaging and shipment to Makati Central Office

Note: mock-ups are for visual reference only. The final product, including size and material specifications, will be determined in collaboration with the supplier.

**Other Information**

THE PROPOSAL/QUOTATION must be addressed to:

To: PROCUREMENT MANAGEMENT DIVISION  
Department of Tourism  
Makati City

with details such as:

Name of the Bidder/Company:  
Address of the Bidder/Company:  
Title of the Project:

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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 [nplucman@tourism.gov.ph](mailto:nplucman@tourism.gov.ph) on or before 30 November 2023 at 2:00 pm. Late and unsigned quotations shall not be accepted.

**Created by** Norjannah P Lucman

**Date Created** 26/11/2023

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