



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10633965  
**Procuring Entity** DEPARTMENT OF TOURISM - NCR  
**Title** SUPPLY AND DELIVERY OF CUSTOMIZED COFFEE PASSPORTS for the DOT-NCR'S PARTICIPATION TO THE MANILA COFFEE FESTIVAL 2024  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	NCR-2024-03-007	<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>	07/03/2024
<b>Approved Budget for the Contract:</b>	PHP 175,000.00	<b>Last Updated / Time</b>	06/03/2024 20:50 PM
<b>Delivery Period:</b>	1 Day/s	<b>Closing Date / Time</b>	12/03/2024 08:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Lawrence Jacosalem Alcantara Supply Officer 7840 Makati Avenue, Brgy. Poblacion Makati City Metro Manila Philippines 63-8-4595200 Ext.212 63-8-5533530 dotncr.bac@tourism.gov.ph		

#### Description

##### I. BRIEF BACKGROUND:

The Coffee Heritage Project, along with event partners, Newport World Resorts, Manila Marriott Hotel, and the Coffee Science Center will be mounting a 3-day annual coffee lifestyle event entitled "Manila Coffee Festival 2024" (MCF 2024) on March 15, 16, and 17, 2024, from 10AM to 9PM at the Marriot Hotel. The event will be highlighting the various flavors of Filipino coffee, supporting local economies, and encouraging sustainable practices, organizing coffee-related events in the Philippines can maximize this potential. The Philippines is a growing destination for coffee tourism because of its beautiful scenery and rich coffee culture.

##### II. OBJECTIVES:

- o To highlight various flavors of Filipino coffee, supporting local economies, and encouraging sustainable practices;
- o Establish Manila/The Philippines as the MICE destination for Local and International Coffee Festivals.

##### III. SCOPE OF WORK / DELIVERABLES

Delivery Date : March 14, 2024  
Area : 7840 Raya Regenerative Bldg. Makati Avenue, Makati City

**Materials :**

Cover : Bevania Splendorgel Maroon 270 gsm. and up  
Inside : Bevania Splendorgel White 160 gsm. and up  
No. of Pages : 20 pages up excluding cover (Staple bind)  
Size : 3.5 x 5 (folded)  
Quantity : 1,000 copies  
Unit Cost : 175.00/pc

**Printing Specifications :**

- Front and Back page must be off high quality mimicking the actual PH passport
- Front page will be printed colored or must be in gold embossed
- Pages must be in full print and has no borders
- Layout will be submitted by the Project Officer; should necessary adjustments be made, the supplier must be amenable for layout adjusting
- Must submit mock-up of the customized passport before bulk printing

**LEGAL/TECHNICAL/DOCUMENTARY REQUIREMENTS**

1. Must show proof of PHILGEP's registration;
2. Must submit current Mayor's Permit;
3. Duly Notarized Omnibus Sworn Statement;

**BUDGET FOR THE CONTRACT (ABC) ( ₱175,000.00 )**

**PESOS : ONE HUNDRED SEVENTY FIVE THOUSAND ONLY**

\* inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon.

Government procedure and subject to appropriate government taxes

**Contact Persons:**

MS. JENNY ANNE PAUL D. GATUS - jdgatus@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  
7840 Raya Regenerative Bldg, Makati Avenue, Makati City

Note: Deadline of submission is on March 12, 2024 at 8:00am

**Created by** Lawrence Jacosalem Alcantara

**Date Created** 06/03/2024

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