



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10850871
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title PULL-UP BANNERS AND TARPAULIN POSTERS OF DOT-ACCREDITED TOURISM ENTERPRISES AND FRONTLINERS FOR THE SEAPORTS AND AIRPORTS OF DOT MIMAROPA REGION
Area of Delivery Metro Manila

Solicitation Number: 2024-05-031 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Goods Category: Print and Broadcast and Aerial Advertising Approved Budget for the Contract: PHP 68,460.00 Delivery Period: 3 Day/s Client Agency:	Status	Pending
	Associated Components	1
	Bid Supplements	0
	Document Request List	0
	Date Published	14/05/2024
	Last Updated / Time	13/05/2024 17:24 PM
	Closing Date / Time	17/05/2024 17:00 PM
Contact Person: Monina Valdez Raneses Senior Tourism Operations Officer 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.210 63-890-0945 dot4b.bacsecretariat@gmail.com		

Description

TERMS OF REFERENCE

PULL-UP BANNERS AND TARPAULIN POSTERS OF DOT-ACCREDITED TOURISM ENTERPRISES AND FRONTLINERS FOR THE SEAPORTS AND AIRPORTS OF DOT MIMAROPA REGION

I. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

- A. Must be PHILGEPS REGISTERED
- B. Must be an experienced graphics designer and tarpaulin printing services establishment
- C. Located in Metro Manila and CALABARZON for easier coordination
- D. Must be willing to provide services on a send bill arrangement

DOCUMENTARY REQUIREMENTS REQUIRED WITH BID SUBMISSIONS

- 1. Mayor's/Business Permit
- 2. PHILGEPS Registration Number
- 3. Omnibus Sworn Statement
- 4. DTI or SEC Registration

II. SPECIFIC REQUIREMENTS

1. Submit a total of eleven (11) layout design for tarpaulin backdrop and pull-up banners for each specific seaports and airports of MIMAROPA Region using the photo gallery of tourist attractions, QR Code of DOT Accredited TREs, Wordings and DOT Logos.

2. Lay-outs submitted by the supplier shall be subject to changes depending on the preference and approval of the end user and shall become the property of DOT MIMAROPA after the procurement.

3. Soft copy of the materials arranged per folder are accessible through this google drive link:
https://drive.google.com/drive/folders/1WyxzY_RrACHdOxsoX-Ykb4Iui_hDjQ5I?usp=share_link

4. Below is the size requirement for each tarpaulin backdrop and pull-up banners:

SEAPORT/AIRPORT DETAILS OF APPROVED TARP/
PULL UP BANNER REQUIREMENTS FOR INSTALLATION
Puerto Princesa International Airport (PPIA) 2.5 ft. x 5 ft. Pull up Banner
Backdrop Image : Puerto Princesa Underground River No requirement
San Jose, Occidental Mindoro Airport 2.5 ft. x 5 ft. Pull up Banner
Backdrop Image : Apo Reef

No requirement

Calapan City Port 4 ft. by 4 ft. tarpaulin
Backdrop Image : Calapan City Hall 15m Nylon Rope
Balanacan Port (Marinduque) 4 ft. by 4 ft. tarpaulin
Backdrop Image : Moriones 15m Nylon Rope
Coron Seaport 4 ft. by 8 ft. tarpaulin
Backdrop Image : Kayangan Lake 15m Nylon Rope
El Nido Seaport 2.4 meters by 1.7 meters tarpaulin
Backdrop Image : Cadlao Lagoon 15m Nylon Rope
Busuanga Airport 2.5 ft. x 5 ft. Pull up Banner
Backdrop Image : "I love Busuanga" marker in front of Busuanga Municipal Hall
No requirement
Tugdan, Alcantara, Romblon Airport 2.5 ft. x 5 ft. Pull up Banner
Backdrop Image : Alcantara beach
No requirement
Romblon, Romblon Seaport 4 ft. by 4 ft. tarpaulin
Backdrop Image : Bonbon beach 15m Nylon Rope
Sibuyan Seaport 4 ft. by 4 ft. tarpaulin
Backdrop Image : Mt. Guiting Guiting 15m Nylon Rope
Odiongan Seaport 4 ft. by 4 ft. tarpaulin
Backdrop Image : Mangrove 15m Nylon Rope

5. Approved layouts are to be printed by the supplier following the above-stated sizes/specifications and must be delivered at the DOT MIMAROPA Office for vetting.

6. Suppliers must include the installation materials required upon shipment to the assigned areas.

7. Suppliers are given five (5) working days to submit their proposed design and shall be given additional two (2) working days to finalize the final design as approved by the end user upon closing of PHILGEPs posting.

III. BUDGET

Budget for the conduct of the event is Sixty-Eight Thousand Four Hundred Sixty Pesos (Php 68,460.00) inclusive of amenities and all government taxes and charges as defined in this Terms of Reference.

In the event that DOT is able to secure sponsorships, the corresponding value must be deducted from the total invoice amount.

The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

IV. CONTACT PERSON

Name : MS. CECIL V. ARANTON
Chief, Tourism Regulation Division
DOT MIMAROPA Regional Office

Contact Numbers : (0917) 586 6513

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Created by Monina Valdez Raneses

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