



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10891494
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Corporate Giveaways for Film and Sports Stakeholders
Area of Delivery

Solicitation Number:	RFQ NP-SVP 2024-05-0183	Status	Active
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	2
Category:	Corporate Giveaways	Date Published	25/05/2024
Approved Budget for the Contract:	PHP 299,982.02	Last Updated / Time	25/05/2024 00:00 AM
Delivery Period:		Closing Date / Time	29/05/2024 15:00 PM
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 SPECIFICATIONS

PROJECT TITLE • PROCUREMENT OF TOKENS AND GIVEAWAYS FOR FILM AND SPORTS TOURISM

MINIMUM REQUIREMENTS

1. Must be PHILGEPS- Registered
2. Must have been in the business for not less three years, preferably a producing company/manufacturer
3. Willing to provide services on a send bill arrangement
4. Must be deliver the product on or before June 24 ,2024
5. Must be willing to provide warranty/ return and exchange of defective items.
6. Submission of actual materials to the end-user within 5 days after the receipt of funded Purchase request.
7. Approval of the sample by the end user within 5 days upon receipt of the sample.

SCOPE AND DELIVERABLES

- 1 Pen Holder wood
Quantity 80Pcs
Material Lightweight wood and Stainless
Size See attached desi n with size
Design See attached desi n
- 2 Pen Holder Bali
Quantity 80Pcs
Material Plastic
Size See attached desi n with size
- Keyboard Mat Pad

Quantity 80 s
 Material Anti-slip Rubber Base; soft, smooth
 Size See attached ima e
 Desi n See attached desi n
 4 Travelling Pouch
 Quantity 80 s
 Material S ill roof Synthetic Leather with zipper and wrist strap
 Size L-6.5in H- 3.5in W- 3.5in
 Desi n See attached desi n
 Han in Travel Organizer
 Quantity 100 s
 Material Water roof Cationic Fabric + POI ester
 Size 10" x 2.56" x 6.5"
 Desi n See attached desi n
 Stress Ball
 Quantity 74 s
 Material Closed-cell polyurethane foam rubber
 Size 7 centimeters 2.8 in in diameter
 Desi n See attached desi n
 7 Polo shirt
 Quantity 100 pcs
 (50pcs)- Sports Tourism
 50 s - Film Tourism
 Material 100% Pol ester fabric/
 Size 20 Small 30 Medium 30 Lar e 20 X-Lar e
 Design See attached desi n
 8 Cor rate Jacket
 Quantity 12pcs
 (6pcs)- Sports Tourism (Dark Blue)
 6 s - Film Tourism Black
 Material American Twill and Brushed Twill with logo embroidery
 Size (3Medium) ; (3Large) Sports Tourism (Dark Blue)
 3Medium ; 3Lar e Film Tourism Black
 Desi n See attached design
 9 Diffuser with packaging
 Quantity 80 s
 Material Glass
 Color Charcoal Grey Black and Clear
 Size 100ml
 Desi n See attached desi n
 10 Diffuser Refill
 Quantity 80
 Scent Three scent: sample to be approved after the presentation of five 5 proposed scents by the supplier
 Size/Weight 100ml
 11) Abaca Tote bag for ack in
 Quantity 80 s
 Material Abaca and Linen
 Size 32x14x35cm
 Color Green, Yellow, Red, Na Blue and Oran e
 Desi n See attached desi n
 12 Scented Candles
 Quantity 80 s
 Scent Three scent: sample to be approved after the presentation of five 5 proposed scents b the supplier
 Size 8.5*9.4cm - wax 350
 Material Ceramic
 Desi n See attached desi n

*The procured entity may coordinate to the end -user for the Love the Philippines logo placement

BUDGET

The total allocated budget for the abovementioned products is Two Hundred Ninety- Nine Thousand Nine Hundred Eighty-Two Pesos and 02/100 (Php 299,982.02) covering all products and services related expenses including taxes and other fees. Project expenses shall be charged to the attached 2024 OFST Work Financial Plan Program.

VI. PAYMENT PROCEDURE

Payment shall be processed after completed delivery and acceptance of the tokens/giveaways to DOT Office, and upon receipt by the end user of the statement of account based on the government payment procedure.

VII. COMPLIANCE TO SPECIFICATIONS/PROVISION

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 used which might improve the look and quality of the IC materials/tokens, provided that the amount of the bid will not exceed the Total Budget, and the suggested charges have been approved by the end-user; The Winning Bidder, however shall be determined not solely based on the amount of bid but shall be also consider the over-all compliance to the quality of the submitted sample of tokens, provided that the amount of bid does not exceed the Total Budget.

The Winning Bidder shall warrant its performance in accordance with the specifications as stated in this Technical Specifications and its annexes, 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

by the DOT-End User;

The Winning Bidder shall keep in confidence all confidential information provided by the DOT End User and shall not use, reproduce, nor disclose to others the approved and bidding codes, except to those persons entrusted/authorized by the DOT-End User.

PROJECT OFFICER 1 CONTACT PERSON

PAULA KATRINA TABORA Office of Film and Sports Tourism paulatabora@tourism.gov.ph 0948-767-1252, loc. 526

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

Note: Kind submit your proposals together with your eligibility requirements thru email and send it to nlallanigue@tourism.gov.ph on or before May 29, 2024 at 3:00 pm. Late and unsigned quotations shall not be accepted.

Created by NAZER NIÑO L ALLANIGUE

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