



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11038319
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of CY 2024 Office Uniforms for the Officials and Employees in the DOT Central Office

Area of Delivery

Solicitation Number:	RFQ NP-SVP 2024-07-0240	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:	Garments	Date Published	12/07/2024
Approved Budget for the Contract:	PHP 810,000.00	Last Updated / Time	12/07/2024 00:00 AM
Delivery Period:		Closing Date / Time	16/07/2024 10:00 AM
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 SPECIFICATION

I. Project/Activity : SUPPLY, PRODUCTION AND DELIVERY OF CY 2024 OFFICE UNIFORMS FOR OFFICIALS AND EMPLOYEES IN THE DOT CENTRAL OFFICE

II. Production and Delivery : within sixty (60) days from the acceptance of Notice to Proceed (NTP)

III. Minimum Requirements:

1. Must be accredited with Philippine Government Electronic Procurement Systems (PhilGEPS);
2. Winning bidder must provide sample with actual sizes based on approved design/layout prior to mass production;
3. Must be amenable to get the actual measurements of employees; and
4. Must be amenable to government procedure – send bill arrangement.

IV. Deliverables:

Set Unit Price per piece Quantity Total

- A. Two (2) pieces of Blouses for 162 Female Employees P1,500.00/pc. 324 pcs. PhP 486,000.00
- B. Two (2) pieces of Polo Barong/Polo Jack for 108 Male Employees P1,500.00/pc. 216 pcs. PhP 324,000.00

* Number of qualified employees as of 28 June 2024

V. Specifications:

1. The bidders must comply with the following textile/style requirements:

Type Particulars

Female Uniforms • Blouse – modern fit barong type, with authentic weave accent (yakan, abel or hablon) design;

- Barong linen, wrinkle free with incorporated textile used (pursuant to R.A. 9242)
- one (1) with collar and short sleeves
- One (1) with Chinese collar and $\frac{3}{4}$ sleeves

Male Uniforms • Polo Barong/Polo Jack – modern fit barong type, with short sleeves and authentic weave accent (yakan, abel or hablon) design;

- Barong linen, wrinkle free with incorporated textile used (pursuant to RA 9242)
- With collar and short sleeves

Note: Sizes for production shall depend on the actual sample sizes to be provided by the winning bidder; may also get actual measurement of the employees.

2. The bidders should submit the following:

- At least three (3) different designs for the blouse and polo barong/polo jack
- Sample uniforms of the above requirements
- Swatches for proposed color combinations and thread color for embroidery
- Suggested embroidery patterns
- Certificate of stocks availability to ensure that approved fabrics are available in time for production of uniforms

VI. Criteria for Selection

The proposal shall be evaluated using the Cost-Quality method, where 40% shall be allocated for Cost and 60% for Quality as follows:

Criteria Percentage

Work-based on sample uniforms 20%

Fabric 20%

Fixed Sizes 20%

Cost 40%

The quality of submitted samples shall be evaluated on the following parameters:

1. Work : Includes workmanship, design and durability
2. Fabric : Includes comfort, fit and appeal
3. Fixed Sizes: Small, medium, large, XL and XXL with at least two (2) inches allowance

IV. Terms and Conditions of Delivery of Goods

- Delivery of sample layout and sizes shall be made one (1) week upon receipt of approved Purchase Order
- Delivery of office uniforms shall be made sixty (60) days upon receipt of approved final sample.

V. Approved Budget for the Contract

Eight Hundred Ten Thousand Pesos (P810,000.00) inclusive of all applicable taxes.

VI. CONTACT DETAILS

Name: Sofia C. Pagsuyuin/Zennina Rechille Parinas

E-mail: humanresourcedivision2@tourism.gov.ph

Tel No.: 8459-5200 loc 408

Prepared by:

ZENNINA RECHILLE C. PARINAS

Administrative Officer III, Human Resource Division

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

4. Latest Income / Business Tax Return(For ABC above Php 500,000.00)

Note: Kind submit your proposals together with your eligibility requirements thru email and send it to nlallanigue@tourism.gov.ph on or before July 17, 2024 at 10:00 am. Late and unsigned quotations shall not be accepted

Created by NAZER NIÑO L ALLANIGUE
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