



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11107132  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of CY 2024 Office Uniforms for the Officials and Employees in the DOT Central Office 2nd Posting

**Area of Delivery**

<b>Solicitation Number:</b>	RFQ NP-SVP 2024-07-0260	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<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>	Garments	<b>Date Published</b>	01/08/2024
<b>Approved Budget for the Contract:</b>	PHP 810,000.00	<b>Last Updated / Time</b>	01/08/2024 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	06/08/2024 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	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

Project/Activity : SUPPLY, PRODUCTION AND DELIVERY OF CY 2024

OFFICE UNIFORMS FOR OFFICIALS AND

EMPLOYEES IN THE DOT CENTRAL OFFICE

Production and Delivery : within sixty (60) days from the acceptance of

Notice to Proceed (NTP)

Minimum Requirements:

Must be accredited with Philippine Government Electronic Procurement Systems (PhilGEPS);

Winning bidder must provide sample of all uniform layouts with actual sizes based on approved design/layout prior to mass production;

Must be amenable to get the actual measurements of employees; and

Must be amenable to government procedure – send bill arrangement.

Deliverables:

Set

Unit Price per piece

Quantity

Total

Two (2) pieces of Blouses for 162 Female Employees

P1,500.00/pc.

324 pcs.

PhP 486,000.00

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

Specifications:

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

- one (1) with collar and short sleeves

- One (1) with Chinese collar and  $\frac{3}{4}$  sleeves

- With Embroidered Love the Philippines (LTP)

Logo

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 collar and short sleeves

With Embroidered Love the Philippines (LTP)

Logo

Note: Sizes for production shall depend on the actual measurement of the personnel that the provider will get.

All bidders should submit the following:

At least two (2) actual sample uniforms (1 for male and 1 for female) for the blouse and polo barong/polo jack using preferably sample 2, color B –white (with collar and short sleeves) of the sample layout designs provided by the DOT, must be submitted seven (7) days from the deadline of bids.

Sample uniforms based on 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

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 sample uniforms

20%

Fabric

20%

Weave accent designs/patterns

20%

Cost

40%

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

Work : Includes workmanship, design and durability

Fabric : Includes comfort, fit and appeal

Weave accent designs: In terms of color combination, intricacy, appeal

Terms and Conditions of Delivery of Goods

Delivery of sample uniforms based on the sample layout designs provided by the DOT seven (7) working days upon receipt of approved Purchase Order.

Delivery of office uniforms shall be made sixty (60) days upon receipt of approved final sample.

Approved Budget for the Contract

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

CONTACT DETAILS

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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 August 6, 2024 at 2:00 pm. Late and unsigned quotations shall not be accepted.

**Created by** NAZER NIÑO L ALLANIGUE

**Date Created** 31/07/2024

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