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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11141019
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Stakeholders Appreciation Corporate Giveaways in support for the Department's Programs and Legislative Agenda

Area of Delivery

Solicitation Number:	RFQ NP-SVP 2024-08-0268	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	9
Category:	Corporate Giveaways	Date Published	10/08/2024
Approved Budget for the Contract:	PHP 997,100.00	Last Updated / Time	10/08/2024 00:00 AM
Delivery Period:		Closing Date / Time	13/08/2024 09:00 AM
Client Agency:			
Contact Person:	Norjannah P Lucman Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 nplucman@tourism.gov.ph		

Description

II. MINIMUM REQUIREMENTS

1. The supplier must be PhilGEPS accredited.

2. The supplier must be willing to transact on a send bill arrangement.
3. The ABC shall cover the packaging, delivery charges, VAT and other related expenses and applicable government taxes.

III. SPECIFICATIONS

A. 338 PIECES MOULDED FIBER GLASS LOVE THE PHILIPPINES HAND SIGN

- Painted and attached to wooden base (8.5 inches x 4.2 inches x 1.5 inches)
- With Love the Philippines Branding Logo
- With DOT Logo (2.5 inches diameter) direct printing/sublimation to wood base

B. PACKAGING

- Craft Box (11 inches x 8 inches x 5.5 inches)
- With ribbon Blue - 1.5 inches Red- ¾ inch Love the Philippines- 1 inch

C. OTHERS

- All bidders shall provide the actual sample upon submission of bid subject for approval of the Office of the Secretary as the end user.

(Please see attached sample photo for reference)

IV. BUDGET ESTIMATE

Total budget allocation is Nine Hundred Ninety-Seven Thousand One Hundred Pesos and 00/100 (Php997,100.00) inclusive of taxes. Full payment shall be made upon completion of the project.

V. MINIMUM REQUIREMENTS

- Supplier must have at least three (3) years of experience in producing and supplying the required services and product to ensure quality and reliability.
- Supplier must be willing to transact on a send bill arrangement.
- The ABC shall cover the delivery charges, VAT and other related expenses and applicable government taxes.

VI. PAYMENT PROCEDURE

- Payment shall be made thru send bill arrangements based on the actual delivered items that will not exceed the total estimated budget.

VII. DELIVERY PERIOD

- Delivery on or before August 19, 2024 at the Department of Tourism, 351 Sen. Gil Puyat Avenue, Makati, 1200 Metro Manila during office hours from 8:00 A.M. to 5:00 P.M.

Note: Failure of the awarded bidder to submit the required sample in the given no. of working days, may be subject for cancellation or re-awarded to the second bidder (if applicable).

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	CORPORATE GIVEAWAYS	MOULDER FIBER GLASS LOVE THE PHILIPPINES HAND SIGN	338	Piece	997,100.00

Other Information

THE PROPOSAL/QUOTATION must be addressed to:

To: PROCUREMENT MANAGEMENT DIVISION
 Department of Tourism
 Makati City

with details such as:

Name of the Bidder/Company:
Address of the Bidder/Company:
Title of the Project:
RFQ No. 2024-08-0268

In addition to the Proposal/Quotation, kindly submit the following 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 Registration Number

3. Latest Income/Business Tax Return (For ABC above PhP500, 000.00)

4. Original or Certified True Copy of signed and Notarized Omnibus Sworn Statement

5. Actual Sample

Note: Kindly submit your quotations together with your eligibility requirements IN A SEALED ENVELOPE (or to nplucman@tourism.gov.ph) on or before 13 August 2024 at 9:00 am. Late and unsigned quotations shall not be accepted.

Created by Norjannah P Lucman

Date Created 09/08/2024

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