



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11341186
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title Booth Design, Set-up and Dismantling of the DOT MIMAROPA Booth for "OBRA MIMAROPA"
Area of Delivery Metro Manila

Solicitation Number: 2024-10-056	Status	Pending
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification: Goods - General Support Services	Bid Supplements	0
Category: Events Management		
Approved Budget for the Contract: PHP 50,000.00	Document Request List	0
Delivery Period: 6 Day/s		
Client Agency:	Date Published	10/10/2024
Contact Person: Faye Angeli Argamosa Reyes Tourism Operations Officer II 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.119 tdd.mimaropa@gmail.com	Last Updated / Time	09/10/2024 13:55 PM
	Closing Date / Time	14/10/2024 10:00 AM

Description

IMPLEMENTATION: October 24 - 27, 2024

MINIMUM REQUIREMENTS

1. Must have experience working on travel and trade fairs and/or other similar events.
2. Must be able to provide samples of previous work
3. Must be able to provide services on a Send-Bill Arrangement
4. Must have PhilGEPS Registration

BOOTH OVERVIEW

The Bayanihan Exhibit Booth located at the Activity Center will serve as the showcase area that will house locally-made products from MIMAROPA in small spaces of living room, workspaces, kitchen, bedroom, etc. The design must be inspired by Filipino culture as we intend to bring visitors to different parts of the region to get a glimpse of life in MIMAROPA.

SCOPE OF WORK/DELIVERABLES

BOOTH CONSTRUCTION AND DESIGN

- Facilitate permits and attend meetings regarding the OBRA MIMAROPA 2024
- Facilitate Ingress and Egress proceedings, as well as forms and permits needed to conduct smooth installation of the booth at Glorietta Mall, Makati City
- Maintenance of the booth for the duration of the event

- Provision of personnel who could handle and troubleshoot problems in the booth
 - Design and construction of the DOT MIMAROPA booth, with details and inclusions, to wit: and
- ❖ Develop a creative and engaging 4m x 4m booth design with the goal of showcasing the best products of the MIMAROPA region and integrating the following:
 - Create detailed 3D renderings and layout plans for the booth (i.e., overall area for showcase) incorporating MIMAROPA colors (i.e., blue and green) for the walls and soft earth tone colors for the materials/instruments/furnitures (see Annex B)
 - All design and landscaping materials and procedures for 4m x 4m booth
 - Assemble all display elements including cabinet, tables, chairs, and products etc.
 - All labor-related expenses
 - All other expenses necessary for the construction of the booth
 - Construction of two (2) sides booth wall(s) with attached or built-in shelves (see Annex A)
 - Construction of fluted panels for division of two (2) areas (see Annex A)
 - Rent of one (1) vanity table with mirror and one (1) rattan or ottoman chair for bedroom type area (see Annex A)
 - Rent of one (1) cabinet and 15 (fifteen) hangers for bedroom type area (see Annex A)
 - Rent of one (1) bag/coat rack/stand/hanger for bedroom type area (see Annex A)
 - Rent of one (1) small size dining table and two (2) dining chairs for dining type area (see Annex A)
 - Provision of five (5) photo wall frames for the bedroom type area
 - Rent of one (1) medium size table and two (2) bar stool high chair with backrest for 2 sellers
 - Provision of "MIMAROPA" and "Love the Philippines" landscape banners (see Annex A)

BUDGET

The total budget allocation is FIFTY THOUSAND PESOS ONLY (₱50,000.00), inclusive of taxes and fees.

DOCUMENTARY REQUIREMENTS

1. Mayor's Permit
2. PhilGEPS Certification (Preferably Platinum Member)
3. Notarized Omnibus Sworn Statement
4. SEC/DTI Permit
5. Proposed Design for the Booth
6. Portfolio of previous work experience (e.g. photos, certificates, etc.)

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

Contact Person:

Ms. Christine Joy L. Isidro
 DOT MIMAROPA Regional Office
 Mobile (0967) 337-5875
 dot4b.bacsecretariat@gmail.com

Created by Faye Angeli Argamosa Reyes

Date Created 09/10/2024

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.