



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11438724
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Tokens for the Stakeholders' Appreciation in Support for the Department's Program and Legislative Agenda

Area of Delivery

Solicitation Number:	RFQ NP-SVP 2024-11-0353	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	3
Category:	Corporate Giveaways	Date Published	06/11/2024
Approved Budget for the Contract:	PHP 996,000.00	Last Updated / Time	06/11/2024 00:00 AM
Delivery Period:		Closing Date / Time	11/11/2024 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

TERMS OF REFERENCE

STAKEHOLDERS' APPRECIATION IN SUPPORT FOR THE DEPARTMENT'S PROGRAM AND LEGISLATIVE AGENDA

I. PROJECT TITLE

Procurement of Stakeholders' Appreciation Corporate Giveaways in support for the Department's Programs and Legislative Agenda

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
4. The supplier must provide actual sample for approval of the Office of the Secretary as the end-user
5. Supplier must have at least two (2) years of experience in producing and supplying the required services and product to ensure quality and reliability.
6. Supplier must be willing to transact on a send bill arrangement.
7. The ABC shall cover the delivery charges, VAT and other related expenses and applicable government taxes.

III. SPECIFICATIONS

332 PIECES CUSTOMIZED TABLE IN X-BRACE LEGS

- Hand painted designs illustrations of 18th-19th Century male and female wearing Barong Tagalog and Baro't Saya (attached are sample photos for reference in conceptualizing the design)
- Table top finished with clear polyurethane finish
- Gold finish using gold powder
- Materials: Medium Density Fiber (MDF) wood top
- Dimension: 15"x 20"x 0.5"
- Height from floor: 24"
- Legs: ¾ solid wood in gold finish
- With sticker at the bottom center:
Love the Philippines Logo (2.5 cm x 5.5 cm); and
DOT Logo (diameter 2.5 cm) above the LTP logo

PACKAGING

- Craft Box (21 inches x 30.5 inches x 2.75 inches)
- Wrapped in craft paper
- With ribbon:
Satin red - 2 ¾ inch
Satin White Love the Philippines ribbon- 1 inch

IV. BUDGET ESTIMATE

Total budget allocation is Nine Hundred Ninety Six Thousand Pesos and 00/100 (Php 996,000.00) inclusive of taxes. Full payment shall be made upon completion of the project.

332 pcs x Php3,000.00 = Php 996,000.00

V. OTHER REQUIREMENTS

- Three (3) working days given to the awarded bidder to submit the actual sample for approval of the Project Officer before mass production
- Three (3) working days given to the End User to approve the actual sample submitted by the awarded bidder.

V. PAYMENT PROCEDURE

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

VI. DELIVERY PERIOD

- Delivery within 30 calendar days upon receipt Notice Award and approved final design.
- To be delivered 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.

VII. PROJECT OFFICER

ALVEN T. TALISIC
Office of the Secretary
Tel. No. 8459-5200 local 602
Email: attalistic@tourism.gov.ph

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 November 11, 2024 at 10:00 am. Late and unsigned quotations shall not be accepted.

Created by NAZER NIÑO L ALLANIGUE

Date Created 05/11/2024

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