



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11529895  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of the Department of Tourism (DOT) Promotional Giveaways for Stakeholders  
**Area of Delivery**

<b>Solicitation Number:</b>	RFQ NP-SVP 2024-11-0382	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<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>	0
<b>Category:</b>	Corporate Giveaways	<b>Date Published</b>	26/11/2024
<b>Approved Budget for the Contract:</b>	PHP 955,990.00	<b>Last Updated / Time</b>	25/11/2024 17:37 PM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	29/11/2024 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Val Raymund Cristobal Cervantes Administrative Officer II 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 vccervantes@tourism.gov.ph		

#### Description

##### TECHNICAL SPECIFICATION

PROCUREMENT OF THE DEPARTMENT OF TOURISM (DOT) PROMOTIONAL GIVEAWAYS FOR STAKEHOLDERS

##### I. PROJECT DESCRIPTION

The Department of Tourism (DOT), Office of the Secretary is looking for suppliers of giveaways to be distributed to its various stakeholders in support of the Department of Tourism's Goal to Strengthen Partnership and collaboration.

##### II. SPECIFICATIONS

##### LOCAL GOODS BASKET

The selection may include but not limited to the following local Philippine items

##### PARTICULARS DESCRIPTION QUANTITY

Banana Chips (2packs) - Measurements:

- L 13 x W 8 x H 21 cm

- 100 grams

- Two (2) Flavors: Simply Lite and Roasted Garlic 490

Cocoa Powder - 70 grams

- Unsweetened

- Pure cocoa 490

Turmeric Brew - 100 grams  
- Herbal drink 490  
Classic Polvoron - 168 grams  
- Classic Polvoron Toasted Wheat Cake 490  
2 Dried Mangoes Chips (2boxes) - 200 grams  
- 0.200 kg 490  
Sultan Kudarat Arabica - 100 grams  
- Whole beans 490  
Milk Chocolate - 70% Dark Chocolate  
- 63 grams 490  
Native Basket - 14 inches length  
- 10 inches width  
- 7.5 inches height  
- With engraved "Love the Philippines" logo crafted from kiln dried mahogany wood with dimensions of 6 by 3 inches and 3mm thickness. 490  
Customized Greeting Cards - 5.8 x 8.3 inches  
- Digital print on 300gsm textured matte paper and basic ivory envelope (attached sample for reference Annex A) 490

- The winning bidder must submit the list of items/content of baskets within 3 days from the receipt of the Notice of Award subject to the approval of the end user.
- The end-user must approve the list on the same day it is submitted.
- Products expiration must be not earlier than December 2025
- Manufacturer or brand of the items must be existing in the Philippine market for at least one year to ensure reliability and product quality assurance
- 490 units (baskets)
- Php955,990.00 including packaging cost

### III. DELIVERY DATE

To be delivered at the Department of Tourism at 351 Sen. Gil J. Puyat Ave, Makati, 1200 Metro Manila on or before 06 December 2024 (Friday), any time from 8:00 AM to 4:00PM, upon receipt of final and approved proofs/samples.

### IV. MINIMUM REQUIREMENTS

1. PhilGEPS Registration Registered
2. Must provide a breakdown of prices and/or services included in the quotation

### V. APPROVED BUDGET FOR THE CONTRACT (ABC)

Nine Hundred Fifty-Five Thousand Nine Hundred Ninety Pesos Only (955,990.00) inclusive of all applicable taxes.

Total budget shall be charged against the approved OTDPRIM FY2024.

### VI. PAYMENT: SEND BILL ARRANGEMENT/GOVERNMENT PROCEDURE

### VII. CONTACT PERSON

BERNADETTE R. MANUEL  
Project Officer  
mail:bernadettermanuel@gmail.com  
Mobile & Viber: 09395373718

Approved by

ATTY. FRANCES JAN C. VILLARINO  
Head Executive Assistant, OSEC

### Other Information

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

Note: Kindly submit your quotations together with your eligibility requirements to mbbuscano@tourism.gov.ph on or before 29 November 2024 at 10:00 AM. Late and unsigned quotations shall not be accepted.

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**Created by** Val Raymund Cristobal Cervantes

**Date Created** 25/11/2024

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