



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11581494
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title Production of ID Lanyard and Holder as Training Materials relative to Tourism Industry Skills Program (TISP)
Area of Delivery Metro Manila

Solicitation Number: 2024-12-069	Status	Pending
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification: Goods	Bid Supplements	0
Category: Corporate Giveaways	Document Request List	0
Approved Budget for the Contract: PHP 56,000.00		
Delivery Period: 5 Day/s		
Client Agency:		
	Date Published	06/12/2024
Contact Person: Monina Valdez Raneses Senior Tourism Operations Officer 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.210 63-890-0945 dot4b.bacsecretariat@gmail.com	Last Updated / Time	05/12/2024 17:20 PM
	Closing Date / Time	09/12/2024 17:00 PM

Description

DEPARTMENT OF TOURISM – MIMAROPA
INDUSTRY TRAINING UNIT
TECHNICAL SPECIFICATIONS

I. PROJECT TITLE

Production of ID Lanyard and Holder as Training Materials relative to Tourism Industry Skills Program (TISP)

II. PURPOSE/OBJECTIVES:

To be used as collaterals for the conduct of trainings under the Tourism Industry Skills Program of the Department of Tourism (DOT) – MIMAROPA Region.

III. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

- A. Must be PHILGEPS REGISTERED
- B. Must have been in the production business for not less than three (3) years, preferably a Manufacturer
- C. Has in-house capacity to enhance and/or develop the design and layout of the required materials
- D. Submission of actual sample of the above-stated items must be three (3) days after closing of PHILGEPS posting

IV. DOCUMENTARY REQUIREMENTS

- Current Mayor's / Business Permit / BIR Certification (for Individual)
- PHILGEPS's Registration Number or Certificate of Platinum Membership
- Latest Annual Income Tax Return (For ABC's above Php 500,000.00)
- Registration Certificate from SEC or DTI
- Original or Certified true copy of duly notarized Omnibus Sworn Statement

V. SCOPE OF WORK / DELIVERABLES

ID LANYARD WITH PLASTIC ID HOLDER

- Specifications (Lanyard)

Design: Print in full color

Royal Blue background color with DOT MIMAROPA and Love the Philippines logos

Swivel hook

Material: Sublimated polyester lanyard

Dimension: 34 inches (L) x ¾ inch (W)

Quantity: 1,000 pieces

- Specifications (Plastic ID Holder)

Size: 8 cm x 12 cm (landscape)

Material: clear plastic with hole for ID Lanyard

Quantity: 1,000 pieces

Estimated Unit Cost: P 56.00

Approved Budget for the Contract (ABC): P 56,000*

*inclusive of all government taxes and charges

VI. APPROVED BUDGET FOR THE CONTRACT (ALL LOTS):

The Approved Budget for the Contract is FIFTY – SIX THOUSAND PESOS (PHP 56,000.00), inclusive of all government taxes and charges.

The winning bid, however, 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.

VII. DELIVERY PERIOD

Winning bidders must deliver the item/s on or before 20 December 2024

VIII. PAYMENT PROCEDURE

Terms of payment to the winning bidder shall be in accordance with the government procedure (send bill arrangement). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.

Full payment shall be made within thirty (30) working days upon delivery of the final batch of request order and acceptance of the supplies.

IX. COMPLIANCE TO SPECIFICATIONS/PROVISIONS

Non-submission of required sample works and materials to be used shall be ground for disqualification of bid.

The WINNING BIDDER, however, shall be determined not solely based on the amount of bid but shall also consider the over-all compliance with the design and quality of the submitted sample.

The WINNING BIDDER shall warrant its performance in accordance with the specifications as stated in this TOR, and design/concepts as approved by the DOT-MIMAROPA END USER and that any and all resulting defects or deviations shall be corrected by the WINNING BIDDER at its own expense immediately upon being informed thereof by the DOT-MIMAROPA END USER.

The WINNING BIDDER shall hold in confidence all confidential information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved design/concepts of the items listed above except to those persons entrusted/authorized by the DOT-MIMAROPA END USER.

X. PROJECT OFFICER / CONTACT PERSON

Name : MA. EDNELLIZA C. BALAGTAS

Email : tisp.dot4b@gmail.com / dot4b.training@tourism.gov.ph

Contact No. : 0917- 5866513

Created by Monina Valdez Raneses

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