



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11579397
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Gift Packs for DOT Officials and Employees in the DOT Office
Area of Delivery

Solicitation Number:	RFQ NP-SVP 2024-12-0399	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Corporate Giveaways	Date Published	06/12/2024
Approved Budget for the Contract:	PHP 539,100.00	Last Updated / Time	05/12/2024 14:04 PM
Delivery Period:		Closing Date / Time	09/12/2024 10:00 AM
Client Agency:			
Contact Person:	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 SPECIFICATIONS

I. PROJECT DETAILS

Project Title PROCUREMENT OF GIFT PACKS FOR DOT

OFFICIALS AND EMPLOYEES IN THE DOT OFFICE (INCLUDING REGIONAL OFFICE IV-B AND NCR REGIONAL OFFICE)

Implementation Date: 18 December 2024

Venue: DOT Makati Building

Approved Budget: PhP539, 100.00

RATIONALE:

As we continue to move forward and live with spirit of faith, hope, and love, a simple gift of appreciation to all DOT officials and employees recognizes their concredited efforts and continuous hard work that benefit not just the Department but the whole tourism industry, specially during the season of joy and thanksgiving. Likewise, this aims to continue fostering an atmosphere of harmonious relationship between management and employees and serves as a strong motivation for everyone in the Department to pursue continuous improvement in the delivery of service to its stakeholders and the public in general.

MINIMUM REQUIREMENTS:

Must be able to provide variety of food packs with special dietary requirements (i.e. halal);

All items must be delivered in good condition and willing to replace damaged items;

All products should have a shelf-life of at least eight (8) months and must be indicated in the "best/consume before" or "use by" date;

Must be amenable with the changes in date and time of delivery; and
Must be accredited with PhilGEPS.

IV. DELIVERABLES:

ITEM SIZE/WEIGHT

- 1 . Jamon de Bola 1kg
2. Spaghetti (Pasta and Sauce) At least 700g each pack
3. Mixed Fruits/Fruit Cocktail 432
4. Condensed Milk 390
5. Cheese 160
6. Corned beef 150
7. Luncheon Meat 350
8. Canned Mushroom 198

QUANTITY : 600

APPROVED BUDGET FOR THE CONTRACT:

Five Hundred Thirty-Nine Thousand One Hundred Pesos (PhP539,100.00), including applicable taxes.

VI. SCHEDULE OF DELIVERY:

The winning bidder shall deliver 600 gift packs to the DOT Makati Office on 18 December 2024.

VII. PAYMENT PROCEDURE:

Government Procedure / Send-Bill Arrangement

VIII. CONTACT PERSONS:

Ms. SOFIA C. PAGSUYUIN

Chief, Human Resource Division

Department of Tourism - Human Resource Division Tel. No. 8459 5200 loc. 408

APPROVED BY:

ATTY. JOHN BENEDICT T. TIGSON

Director, Administrative Service

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 09 December 2024 at 10:00 AM. Late and unsigned quotations shall not be accepted.

Created by Val Raymund Cristobal Cervantes

Date Created 05/12/2024

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