



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

II. 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 concremented 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.

III. 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	QUANTITY
1. Jamon de Bola	1kg	600
2. Spaghetti (Pasta and Sauce)	At least 700g each pack	
3. Mixed Fruits/Fruit Cocktail	432g	
4. Condensed Milk	390g	
5. Cheese	160g	
6. Corned beef	150g	
7. Luncheon Meat	350g	
8. Canned Mushroom	198g	

V. 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:

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APPROVED BY:


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