



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5536561
Procuring Entity DEPARTMENT OF TOURISM
Title Purchase of 500 pcs. Collared T-Shirts
Area of Delivery Metro Manila

Solicitation Number: 2018-08-0192	Status	Active
Trade Agreement: Implementing Rules and Regulations	Associated Components	4
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	3
Category: Corporate Giveaways	Date Published	03/08/2018
Approved Budget for the Contract: PHP 224,490.00	Last Updated / Time	03/08/2018 00:00 AM
Delivery Period:	Closing Date / Time	08/08/2018 10:00 AM
Client Agency:		
Contact Person: Maria Alma O Almazan Administrative Officer III #351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 almaoalmazan@yahoo.com.ph		

Description

TERMS OF REFERENCE

A. BIDDER Supplier for Philippine English as a Second Language (ESL) Giveaways

B. PROJECT TITLE Tourism Expo Japan

C. BACKGROUND

Tourism Expo Japan (TEJ) is one of the biggest travel fairs in Japan, jointly organized by the Japan Travel and Tourism Association, Japan Association of Travel Agents, and Japan National Tourism Organization. It has drawn approximately 191,000 visitors, 1,000 companies, and 130 country exhibitors.

TEJ is an effective avenue for business-to-business meetings and trade exposure for private travel sectors including Philippine ESL schools, where the ESL Tour program remains to be one of the country's niche products for the Japanese.

The participation of the Office of Product and Market Development (OPMD) - ESL in the TEJ is seen to strengthen the presence of the Philippines as a study destination as well as develop partnerships with related institutions that will further expand the market and enhance the products.

EVENT :Tourism Expo Japan DATE: 20 to 23 September 2018 VENUE: Tokyo, Japan

D. MINIMUM REQUIREMENTS

1. Must be a Philippine organization capable of providing the following services:

Production of high-quality giveaways

Logistical requirements

2. Must have at least 2 years of experience and expertise in producing giveaways;
3. Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS);
4. Must be willing to provide services on send - bill arrangement;
5. Must be able to deliver 300 ESL giveaways on or before 26 August 2018, then 200 ESL giveaways on or before 19 September 2018
6. Quality and sizes of samples submitted will be taken into consideration before awarding the winning bid

E. SCOPE OF WORK

COLLARED T-SHIRTS

Material: Cotton/Polyester

Artwork: Full Color Heat Transfer or Silkscreen

Front: ESL Graphic

Back: "STUDY ABROAD; IT'S MORE FUN IN THE PHILIPPINES" Size: Unisex: XS - XL

Quantity: 500 pieces

Note: see attached sizes/designs/delivery date

F. ESTIMATED TOTAL COST

Total Budget allocation for the ESL Giveaways is PHP 224,490.00 inclusive of taxes, delivery to Department of Tourism Makati, and other applicable fees.

G. OTHER INSTRUCTIONS

Please submit one (1) sample per item.

Payment Procedure — Send Bill (Government Procedure)

300 shirts delivery to Department of Tourism, Makati before 26 August 2018

200 shirts delivery to Department of Tourism, Makati before 19 September 2018

H. CONTACT PERSON/DETAILS Mr. Romeo S. Liamzon III

09178071613

459-5200 loc. 520

roblyamzon@yahoo.com.ph

NOTE: Show sample item/s similar to required specifications. Non-submission of sample shall be ground for disqualification of bid. The winning bid shall be selected not solely based on the amount of bid but shall also consider the over-all quality based on the submitted sample.

Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.

The winning bid 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.

Deadline for the submission of Quotation: On or before August 08, 2018 10:00 am

Kindly submit your quotation by using the attached REPLY SLIP for the purchase of the above requirement, indicating our Solicitation Number & your Company Name in a SEALED ENVELOPE, addressed to Ms. Maria Alma Almazan at DOT Bldg., 4th Floor, 351 Sen. Gil Puyat Avenue, Makati City

PLEASE SUBMIT THE FOLLOWING DOCUMENTS:

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual) (In case of recently expired Mayor's/Business permit, submission of the expired Mayor's/Business permit together with the Official Receipt (renewal) shall be accepted.
2. Philgeps Registration Number or Certificate of Platinum Membership in lieu of Mayor's Permit and Philgeps Registration Number
3. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

Created by Maria Alma O Almazan

Date Created 02/08/2018