



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5298428
Procuring Entity DEPARTMENT OF TOURISM
Title Save Boracay Clean-up Drive
Area of Delivery Metro Manila

Solicitation Number:	2018-04-0133	Status	Active
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	3
Category:	Corporate Giveaways	Date Published	19/04/2018
Approved Budget for the Contract:	PHP 768,000.00	Last Updated / Time	19/04/2018 00:00 AM
Delivery Period:	5 Day/s	Closing Date / Time	24/04/2018 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
 2018 Save Boracay Clean-up Drive
 30 April 2018

I. MINIMUM REQUIREMENTS FOR SUPPLIERS

1. Must have prior experience in producing materials for the Department of Tourism (DOT).
2. Must be willing to provide services on a send-bill arrangement.
3. Must willing to adhere to any design changes that may occur.

II. SCOPE OF WORK/DELIVERABLES

Item# 1
 T-shirts
 Material: Round neck, CVC cotton
 Color: White with multi-color "I helped save Boracay" sublimated print
 Note: Design may change anytime.
 Specification: Asian sizes of 480 small, 480 medium, 480 large, 480 Xlarge, 480 2X-Large
 Quantity: 2,400 pcs.
 Price: 150.00/pc.

Item# 2

ID lace

Material: 1/2 inch wide vinyl lanyards

Color: White with multi-color "Save Boracay" and DOT logo sublimated print

Specification: with swivel hook

Quantity: 2,400 pcs.

Price: 50.00/pc.

Item# 3

Tumbler

Material: Plastic

Color: green with "Save Boracay" and DOT logo sublimated print

Specification: Capacity: 350ml, Dimensions: 7.5cm D x 15cm

Quantity: 2,400 pcs.

Price: 120.00/pc.

III. APPROVED BUDGET FOR THE CONTRACT TOTAL P 768,000**IV. Delivery Date: April 30, 2018****V. CONTACT PERSON:**

JOSEPHINE GRACE MIRAFUENTES

Office of Public Affairs and Communications

Telephone No.: 459-5200 local 306

Email: josh.aguilo@gmail.com

Partial bids are allowed. All goods are grouped in lots listed below. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further 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 Bid: April 24, 2018 10:00 am

Kindly submit your quotation for the purchase of the above requirement, indicating our Solicitation Number & Company Name in a sealed envelope, addressed to Ms. Maria Alma Almazan at DOT Bldg., Ground 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. Latest Income/Business Tax Return (For ABCs above Php500K)
4. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

Created by Maria Alma O Almazan**Date Created** 18/04/2018

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