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Philippine Government  
Procurement Opportunities

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 4707677  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Orientation/Survey Collaterals  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	2017-08-0212	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	4
<b>Category:</b>	Corporate Giveaways	<b>Date Published</b>	05-Aug-2017
<b>Approved Budget for the Contract:</b>	PHP 150,000.00	<b>Last Updated / Time</b>	05-Aug-2017 00:00 AM
<b>Delivery Period:</b>	15 Day/s	<b>Closing Date / Time</b>	09-Aug-2017 17:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	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

Accommodation Capacity Survey (ACS) 2017

##### I. Background of the Project

The Accommodation Capacity Survey (ACS) is a census of existing and under construction accommodation establishments (AEs) around the country. Primarily, it seeks to provide tourism supply data on total establishments, rooms and employees in AEs in a destination. Also, it provides data on the capacity of local destinations to accept tourists as well as information on the composition of guests staying in AEs in the country. The expanded feature of the ACS is the gathering of GIS data, specifically the longitude and latitude of AEs which will be overlaid into a map with the data from the Tourism Road Infrastructure Project (TRIP).

ACS was implemented from 2006 to 2014 with the coverage being expanded every time it is conducted and eventually it became a nationwide survey thus requiring the involvement of the DOT's regional staff as enumerators. This survey is included in the approved work plan of the Office of Tourism Development Planning, Research and Information Management Division (OTDPRIM).

During the last run in 2014, ACS has covered 71% of the total local government units nationwide, with a total of 8,841 establishments providing 202,797 rooms and 137,585 employment opportunities. These are spread out around

the country but among the regions, MIMAROPA, Western and Central Visayas have the biggest shares of more than 800 each with Central Visayas having more than 1,200 establishments. Metro Manila however has the largest concentration of rooms available with 38,000 plus rooms even when the survey recorded fewer accommodation establishments.

## II. Requirements and Deliverables

### ACS ORIENTATION / SURVEY COLLATERALS

Items	Unit	Total Quantity	Estimated Amount per Piece	Estimated Total
Umbrella	piece	75	400.00	30,000.00
ID Lace	piece	75	100.00	7,500.00
Customized Honeycombed Polo Shirt (75 pcs per design/color)	Piece	225	500.00	112,500.00

#### 3.1 Umbrella

- Tri-fold high quality umbrella with silver backing and individual pouch
- 8 panels
- Automatic open/close mechanism
- Body color – black
- Printing – 1 side panel full-color silkscreen print of DOT logo and/or branding
- As per approved sample design by the end-user

#### 3.2 ID holder with case

- Lace Size – Width:  $\frac{3}{4}$  inch
- With colored sublimation print of Project Name, DOT logo and/or branding, as per approved sample design by the end-user

#### 3.3 Customized Honeycombed (Lacoste type) Polo Shirt

- High quality polo shirt with embroidered DOT logo and/or branding/project name, as per approved sample design by the end-user
- Must present sample of all shirt sizes (male and female cut) for fitting
- Proposed design: see attached

### NUMBER DESIGN 1 DESIGN 2 DESIGN 3

- 1 White Gray Black
- 2 Gray Black White
- 3 Black White Gray
- 4 Black White Gray

ORIENTATION/SURVEY COLLATERALS: PHP 150,000.00

## III. Approved Budget

1. Approved budget for the contract amounted to One Hundred Fifty Thousand Five Hundred Pesos (PhP 150,000.00)
2. Includes all applicable taxes
3. Must be willing to provide service on a send-bill arrangement (Government procedure)

## IV. Project Officers / Contact Persons

Emmanuel A. Alfaro  
OIC, Statistics, Economic Analysis and Information Management Division

Ryan R. Carlos  
Sr. TOO, Statistics, Economic Analysis and Information Management Division

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## V. Requested Action

The BAC Chairperson's approval on the posting of the above items to PhilGEPs.

Note: 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: August 9, 2017 5:00 pm

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
2. Philgeps Registration Number
3. Latest Income/Business Tax Return
4. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

**Created by** Maria Alma O Almazan

**Date Created** 04-Aug-2017

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