



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number	8184244	Status	Pending
Procuring Entity	DEPARTMENT OF TOURISM - REGION IV- B MIMAROPA	Associated Components	1
Title	Booth Design, Set-up and Dismantling of the DOT MIMAROPA Pavilion for the Philippine Travel Mart 2021	Bid Supplements	0
Area of Delivery	Metro Manila	Document Request List	0
Solicitation Number:	2021-11-002	Date Published	12/11/2021
Trade Agreement:	Implementing Rules and Regulations	Last Updated / Time	11/11/2021 22:25 PM
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Closing Date / Time	16/11/2021 12:00 PM
Classification:	Goods		
Category:	Events Management		
Approved Budget for the Contract:	PHP 250,000.00		
Delivery Period:	3 Day/s		
Client Agency:			
Contact Person:	Faye Angeli Argamosa Reyes Tourism Operations Officer II 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.119 tdd.mimaropa@gmail.com		

Description

NAME OF PROJECT: Booth Design, Set-up and Dismantling of the DOT MIMAROPA Pavilion for the Philippine Travel Mart 2021

IMPLEMENTATION: November 26-28, 2021

SCOPE OF WORK

A. General requirements

- Must have experience working on the travel and trade fair and/or other similar events.
- Must be able to provide samples of previous work.
- Must be able to provide services on a Send-Bill Arrangement.
- Must have PhilGEPS Registration.

B. DOCUMENTARY REQUIREMENTS

- Mayor's Permit
- PhilGEPS Registration Number
- Duly notarized Omnibus Sworn Statement
- Proposed Design for the Booth
- Portfolio of previous work experience (e.g. photos, certificates, etc.)

IV. SCOPE OF WORK/DELIVERABLES:

BOOTH CONSTRUCTION AND DESIGN

- Facilitate permits and attend meetings regarding the Philippine Travel Mart 2021.
- Facilitate Ingress and Egress proceedings, as well as forms and permits needed to conduct smooth installation of the booth.
- Maintenance of the booth for the duration of the event.
- Provision of personnel who could handle and troubleshoot problems in the booth.
- Design and construction of the DOT MIMAROPA booth, with details and inclusions, to wit:
 - o Corporate Theme Design of Booth
 - o All design and landscaping materials and procedures for a Nine square meters by Six square meters (9 sq.m. x 6 sq.m.) pavilion
 - o Rent of 5 Tables and 10 Chairs
 - o Rent of One (1) 60 – 70 inches flat-screen television with mountable stand
 - o Rent of brochure racks
 - o Meeting area with a furniture set consisting of a table and sofa set, and a dedicated cordon of velvet rope or other available material
 - o All labor-related expenses
 - o All other expenses necessary for the construction of the booth

Deadline of Submission of Quotation and Proposed Design is on or before 12:00nn of November 16, 2021 (Tuesday).

The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

Contact Person: Mr. Reynaldo P. Gabriel Jr.
DOT MIMAROPA Regional Office
Mobile (0916) 469-3632
tdd.mimaropa@gmail.com

Created by Faye Angeli Argamosa Reyes

Date Created 11/11/2021

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.

Print