

## REQUEST FOR EXPRESSION OF INTEREST

The Department of Tourism, through its Bids and Awards Committee (BAC) invites consultants to apply for eligibility and shortlisting, and if found shortlisted, to bid for the hereunder project, short of award:

Name of Project: **Tourism Destination Marketing Company for Middle East/Gulf Coop Council and France**

Brief Description: To act as Marketing Representative who will represent the Philippines and its tourism promotions interest in these markets.

The selected company shall undertake the planning, development and implementation of an aggressive and sustained marketing and PR campaign for Philippine tourism.

Approved Budget for the Contract:

Lot No.	Tourism Destination Market	Approved Budget for the Contract (ABC) per Lot:
1	Middle East/Gulf Coop Council	USD 76,500.00
2	France	€51,300.00

Contract Duration: Nine (9) Months or April to December 2019

The list of minimum requirements is indicated in the Eligibility Form. Eligibility of prospective bidders shall be checked using non-discretionary "pass/fail" criteria. Shortlisting of eligible consultants will be done based on the following criteria:

Criteria	Numerical Weight
Applicable experience of the consultant and members in case of joint ventures, considering both the overall experiences of the firms or, in the case of new firms, the individual experiences of the principal and key staff, including the times when employed by other consultants	35%
Qualification of personnel who may be assigned to the job vis-à-vis extent and complexity of the undertaking	40%
Current workload relative to capacity	25%
<b>TOTAL:</b>	<b>100%</b>

The minimum passing score is 70%.

Only five (5) eligible consultants shall make up the shortlist. The evaluation procedure to be adopted shall be Quality Based Evaluation (QBE).

All particulars relative to Eligibility Check and Shortlisting, Bid Security, Performance Security, Pre-Bid Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulations (IRR).

The schedule of activities is as follows:

<b>Activities</b>	<b>Schedule</b>
1. Issuance and availability of Eligibility Documents/Checklist	Feb. 27 to March 6, 2019 (8:00 a.m. to 5:00 p.m. Manila Time) 4th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
2. Submission of Eligibility Documents	Deadline on or before March 7, 2019 up to 5:00 p.m. only Manila Time 4th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
3. Opening of Eligibility Documents/ Eligibility Check (Skype Account Name: dot-bac)	March 8, 2019 (10:00 a.m. Manila Time) 4th Floor Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
4. Results of Shortlisting	March 11, 2019
5. Issuance of Bid Documents to Shortlisted Eligible bidders	March 13, 2019 to April 2, 2019 (8:00 a.m. to 5:00 p.m. Manila Time) 4th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
6. Pre-Bid Conference with Shortlisted Eligible bidders	March 21, 2019 (10:00 a.m. Manila Time) 4th Floor Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
7. Deadline for request for clarification	Until March 22, 2019
8. Supplemental/Bid Bulletin	March 27, 2019
9. Submission of Bids (Technical & Financial bids)	Deadline on or before April 2, 2019 up to 5:00 p.m. only Manila Time 4th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
10. Opening of Bids (Technical/Financial bids)	April 3, 2019 (10:00 a.m. Manila Time) 4th Floor Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City

The Eligibility Documents/Checklist may be obtained free of charge at the DOT-BAC Secretariat c/o Ms. Maria Alma O. Almazan, 4<sup>th</sup> Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City (Tel. Nos. 459-5200 to 30 loc. 425). The same may also be downloaded from free from the PhilGEPS or DOT Websites. Submission and results of eligibility shall be in the same office.

Bid Documents may be obtained by the **Shortlisted Eligible Bidders** at the PDOT-Bac Secretariat c/o Maria Alma O. Almazan at 4<sup>th</sup> Floor DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City upon payment of non-refundable fee as follows:

<b>Lot No.</b>	<b>Tourism Destination Market</b>	<b>Approved Budget for the Contract (ABC) per Lot:</b>	<b>Bidding Documents Fee</b> (for shortlisted bidders only)
1	Middle East/Gulf Coop Council	USD 76,500.00	PhP5,000.00 or its equivalent in USD
2	France	€51,300.00	PhP5,000.00 or its equivalent in USD

Payment shall be made to the PDOT Cashier, Ground Floor, PDOT Building, No. 351 Sen. Gil Puyat Ave., Makati **OR** deposited to:

Account Name	Philippine Department of Tourism –Regular Trust
Account Number	0407-021900-030
Beneficiary’s Bank	Development Bank of the Philippines (DBP)
Bank Branch	F. Zobel Branch
Address	809 J.P Rizal corner F. Zobel St., Makati, Manila, Philippines
Swift Code	DBPHPHMM

The PDOT reserves the right to reject any or all bids, declare a Failure of Bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding. Likewise, the PDOT may waive any minor defect therein and accept the offer most advantageous to the government. Further, the PDOT assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

**Approved by:**



**ASEC. ROBERTO P. ALABADO III**  
PDOT-BAC Chairperson

Date of Postings:

PhilGEPS Website: Feb. 27 to March 7, 2019

DOT Websites: Feb. 27 to March 7, 2019

DOT Bulletin Board: Feb. 27 to March 7, 2019