



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6092017
Procuring Entity DEPARTMENT OF TOURISM
Title Production of Information, Education and Communication Materials for the ISO 9001:2015 Certification of the DOT

Area of Delivery

Solicitation Number: 2019-03-0040 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Goods Category: Corporate Giveaways Approved Budget for the Contract: PHP 425,000.00 Delivery Period: Client Agency:	Status	Active
	Associated Components	4
	Bid Supplements	0
	Document Request List	10
	Date Published	14/03/2019
	Last Updated / Time	14/03/2019 00:00 AM
	Closing Date / Time	18/03/2019 10:00 AM
	Contact Person: John Paulo Samonte Francisco Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 psfrancisco.logistics@yahoo.com	

Description

TERMS OF REFERENCE
 PRODUCTION OF INFORMATION, EDUCATION, AND COMMUNICATION
 (IEC) MATERIALS FOR THE ISO 9001:2015 CERTIFICATION OF THE DEPARTMENT OF TOURISM

I. Purpose/Objective

To be used during the conduct of Quality Management System (QMS) Internal Audits and other trainings/workshops/activities to be conducted by the Department of Tourism in order to ensure the sustainability of QMS.

II. Minimum Requirements

- Must be willing to provide services on a send-bill arrangement / government procedure
- Must present an actual sample of the products
- Items are subject for approval before mass production

LOT 1: TOTE BAG

Quantity : 850 pieces
 Size : Length – 15 inches
 Width – 13 inches
 Material/Type of Webbing : Canvas
 Color : Black
 Imprint Color : Full Color
 End-user to provide lay-out
 Estimated Amount per Piece : PhP 100.00

Estimated Total : PhP 85,000.00

LOT 2: BAG TAG

Quantity : 850 pieces
Keychain Size : Length – 4 inches
Width – 3 inches
Material/Type of Webbing : Faux Leather
Color : Black
Imprint Color : Full Color
Design/Print : Photographic imprint
Front – “It’s More Fun in The Philippines” logo
Back – “DOT is now ISO 9001:2015 Certified”
End-user to provide lay-out print
Estimated Amount per Piece : PhP 400.00
Estimated Total : PhP 340,000.00

CONTACT PERSON:

MS. ALYSSA COLINE MALABANAN/ MR. RONELL ALICANTE
Planning Service
459-5200 loc. 416
dot.qms@gmail.com

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.

Partial bids are allowed. All goods are grouped in lots. 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.

Kindly submit your quotation for the purchase of the above requirement, indicating our Solicitation Number & your Company Name in a SEALED ENVELOPE, addressed to Mr. John Paulo S. Francisco at DOT Bldg., 4th Floor, Procurement Management Division, 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)

Deadline for the submission of Quotation: on or before March 18, 2019 at 10:00 am

Created by John Paulo Samonte Francisco

Date Created 13/03/2019

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