



DOT-BAC REI No. 2019-005

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:

Name of Project: Procurement of Services of a Social Media Management and Strategic Planning Agency

Brief Description: The Department of Tourism (DOT) with the aid of the digital format aims to increase tourists both locally and internationally.

In regards to this, the DOT needs the services of an experienced social media management firm to help the Department promote the Philippines as a more fun travel destination, and engage with the foreign and local visitors online.

Approved Budget for the Contract: Thirty Million Philippine Pesos (PhP 30,000,000.00) inclusive of all applicable taxes.

Contract Duration: September 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: experience of the consultant, qualification of personnel and current workload. 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 Statement and Screening, Bid Security, Performance Security, Pre-Bidding 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:

Activities	Schedule
1. Issuance and availability of Eligibility Documents/Checklist	June 15 to 21, 2019 (8:00 a.m. to 5:00 p.m.) 4 th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
2. Submission of Eligibility Requirements	Deadline until June 24, 2019 up to 9:00 a.m. only 4 th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
3. Opening of Eligibility Documents/Eligibility Check	June 24, 2019 (10:00 a.m.) 4 th Floor Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
4. Results of Shortlisting	June 25, 2019
5. Issuance of Bid Documents to Shortlisted Eligible bidders	June 28 to July 19 (8:00 a.m. to 5:00 p.m.) July 22, 2019 (until 9:00 a.m.) 4 th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
6. Pre-Bid Conference with Shortlisted Eligible bidders	July 08, 2019 (10:00 a.m.) 4 th Floor Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
7. Deadline for request for clarification	July 12, 2019
8. Supplemental/Bid Bulletin	July 15, 2019
9. Submission of Bids (Technical & Financial bids)	Deadline until July 22, 2019 up to 9:00 a.m. only 4 th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City
10. Opening of Bids (Technical bids)	July 22, 2019 (10:00 a.m.) 4 th 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, 4th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City (Tel. Nos. 459-5200 to 30 loc. 425). Submission and results of eligibility shall be in the same office.

Bid documents will be available **only to shortlisted eligible bidders** upon payment of a non-refundable fee of Twenty-Five Thousand Pesos (PhP 25,000.00) to the DOT Cashier, Ground Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City.

The DOT 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 DOT may waive any minor defect therein and accept the offer most advantageous to the government. Further, the DOT assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:


d/ASEC. ROBERTO P. ALABADO III
DOT-BAC Chairperson

Date of Postings:

PhilGEPS website: June 15 to 24, 2019

DOT Websites: June 15 to 24, 2019

DOT Bulletin Board: June 15 to 24, 2019