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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 4756774
Procuring Entity DEPARTMENT OF TOURISM
Title Production of 2017 DOT-Accreditation Stickers for Tourist Transport Vehicles
Area of Delivery Metro Manila

Solicitation Number:	2017-08-0248	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	3
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	1
Category:	Printing Services	Date Published	26-Aug-2017
Approved Budget for the Contract:	PHP 329,040.00	Last Updated / Time	26-Aug-2017 00:00 AM
Delivery Period:	15 Day/s	Closing Date / Time	30-Aug-2017 17:00 PM
Client Agency:			
Contact Person:	Maria Alma O Almazan Administrative Officer III #351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 almaalmazan@yahoo.com.ph		

Description

OFFICE OF TOURISM STANDARDS AND REGULATION
STANDARDS DEVELOPMENT AND MONITORING DIVISION

TERMS OF REFERENCE

I. Project Title : PRODUCTION OF DOT ACCREDITATION STICKERS FOR TOURIST TRANSPORT VEHICLES

II. Purpose/Objective

- To standardize the issuance of DOT Accreditation Stickers across all DOT-Regional Offices.
- To provide additional DOT Accreditation Stickers across all DOT-Regional Offices.

III. Minimum Requirement for Suppliers

- Has been in the printing business for not less than 5 years.
- With specialization in hologram technology.
- Submission of at least one (1) actual sample of DOT-Accreditation Sticker produced in the last three (3) years.

IV. Scope of Work

- Printing of DOT Accreditation Stickers for Tourist Transport Vehicles

General Specifications

- Reflectorized DOT Accreditation Sticker (See attached layout)
- 3D/5D Tamper-Proof Security Hologram Sticker with protective overlay
- High Quality Vinyl Reflective Sticker
- Waterproof, Scratch-free, Heat Sensitive
- Full Colour
- Writable and Non-Erasable portion in the sticker as shown in the attached layout
- Two (2) years Outdoor Durability

I. TOURIST VEHICLES REQUIREMENT

- Quantity and Size:

1. Front Sticker for Minibus/Bus – 351 pcs.
- Front Sticker Size: 7.0 in (length) x 5.0 in (width)
2. Back Sticker for Minibus/Bus – 351 pcs.
- Back Sticker Size: 9.5 in (length) x 7.0 (width)
3. Front Sticker for Car/Van – 874 pcs.
- Front Sticker Size: 5.5 in (length) x 4.0 in (width)
4. Back Sticker for Car/Van – 874 pcs.
- Back Sticker Size: 7.0 in (length) x 5.0 in (width)

II. SERVICE VEHICLES REQUIREMENT

- Quantity and Size:

1. Front Sticker – 275 pcs.
- Front Sticker Size: 5.5 in (length) x 4 in (width)
2. Back Sticker – 275 pcs.
- Back Sticker Size: 7.0 in (length) x 5.0 in (width)

V. Approved Budget for the Contract

THREE HUNDRED TWENTY NINE THOUSAND FORTY PESOS
(P 329, 040.00) inclusive of all applicable taxes

VI. Delivery Period

- Within Fifteen (15) calendar days upon Approval of Actual Sample.

VII. Payment Procedure

- Full payment shall be made within thirty (30) working days after delivery and acceptance of DOT Accreditation Sticker for Tourist Transport Vehicles.

VIII. Compliance to Specifications/Provisions

- Non-submission of required sample works shall be ground for disqualification of bid.
- The WINNING BIDDER shall warrant its performance in accordance with the specifications as stated in this TOR, and design/concepts as approved by the DOT-END USER and that any and all resulting defects or deviations shall be corrected by the WINNING BIDDER at its own expense immediately upon being informed thereof by the DOT-END USER.
- The WINNING BIDDER shall hold in confidence all confidential information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved DOT Accreditation Sticker for Tourist Transport Vehicles except to those persons entrusted/authorized by the DOT-END USER.
- The WINNING BIDDER, however, shall be determined not solely based on the amount of bid but shall also consider the over-all compliance to the design and quality of the submitted sample works of DOT Accreditation Sticker for Tourist Transport Vehicles.

IX. Project Officer/Contact Person

Ms. MARIAN B. OBISPO/ Ms. SHARLEMAGNE S. VALDEZ
Standards Development Division
Office of Tourism Standards and Regulation
Email: dot.standardsdevt@gmail.com
Telephone no.: (632) 459 5200-30 loc 107

Deadline for the submission of quotation: August 30, 2017 5:00 pm

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.

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., 4th 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 25-Aug-2017

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