



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6757963
Procuring Entity DEPARTMENT OF TOURISM
Title RFQ - Corporate Giveaways for Davao-Indonesia Sales Mission
Area of Delivery Metro Manila

Solicitation Number:	2019-12-0381	Status	<u>In-Preparation</u>
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	0
Category:	Corporate Giveaways	Date Published	14/12/2019 <i>(1st day)</i>
Approved Budget for the Contract:	PHP 570,000.00	Last Updated / Time	13/12/2019 12:18 PM
Delivery Period:		Closing Date / Time	17/12/2019 10:00 AM
Client Agency:			
Contact Person:	Norjannah P Lucman Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-- norjannahlucman@gmail.com		

Description

TERMS OF REFERENCE

I. BIDDER: Corporate Giveaways Supplier

II. PROJECT TITLE: Davao-Indonesia Sales Mission

III. MINIMUM REQUIREMENTS OF SUPPLIER

- Must be PhilGEPS-registered
- Must be willing to provide services on send-bill arrangement
- Must be able to deliver promotional materials on or before February 1, 2019

IV. SCOPE OF WORK

Lot 1. Eagle Stuffed Toy

-Particulars Eagle Stuffed Toy from the Philippine Eagle Foundation in Davao
 -Quantity: 140

Lot 2. Bamboo Tumbler with case

-Bamboo Tumbler Description:
 -Bamboo and Metal
 -Insulated Outer Casing

-450 ML
Case Description:
-Fits 900cc (30oz) tumbler cup
-Carrying strap with quick release buckle
-Elastic fabric, shock absorption, breathable
-Material: neoprene
-Quantity: 140

Lot 3. Notebook

-Paper Style: Black Lined. Size: A6 (4.1" x 5.8")
-Glue binding
-Quality: 80GSM.
-Paper Color: White or Light Cream.
-Paper Count: 90-100 leaves
-IMFITP print 3 inches wide
Quantity: 140

Lot 4. Ballpen

-Body Material: Paper matte casing with branding design of IMFITP imprinted.
-Ink color: Black
-Plastic Material Color: IMFITP Color Palette
-Size: 15cm x 1cm
-Quantity: 140

Lot 5. Canvass Bag

-Size: W 43cm x H 38cm - minimum size
-Material: Canvas cloth
-Please see reference
-IMFITP print 3 inches wide
-Qunatity: 140

Lot 6. Laptop Messenger Bag

-Premium manmade leather and fabric
-Can fit a 15" laptop
-Colors: Dark Gray
-Quantity: 98

Lot 7

Polo Shirt (White)

-High quality cloth
-Two-button placket
-Machine washable
-Regular fit
-Short sleeves
-Full color 2"x2" DOT logo embroidered at the left chest
-Full color 1"x3" IMFITP logo printed at the right sleeve
-Quantity: 50

Polo Shirt (Blue)

-High quality cloth
-Two-button placket
-Machine washable
-Regular fit
-Short sleeves
-Full color 2"x2" DOT logo embroidered at the left chest
-Full color 1"x3" IMFITP logo printed at the right sleeve
-Quantity: 50

Lot 8. Hybrid Duffle Backpack

-Material: Premium Fabric with Water-resistant Lining, and Premium Plastic & Metal Parts Rubber label
-Color: Ash Gray
-Capacity: 50 L
-Size: 40cm x 20cm x 30cm
-Quantity: 50

• NOTE: Partial bids are allowed. All goods are grouped in lots. Bidders have the option of submitting a proposal on any or all lots. 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.

V. BUDGET

Total budget for this project is FIVE HUNDRED SEVENTY THOUSAND PESOS (PHP 570,000.00) only.

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Lot 1 - Stuffed Toy	Eagle Stuffed toy	140	Piece	105,000.00
2	Lot 2 - Tumbler	Bamboo Tumbler with case	140	Piece	112,000.00
3	Lot 3 - Notebook	Notebook; black lined in A6 size	140	Piece	28,000.00
4	Lot 4 - Ballpen	Ballpen with paper matte casing with branding design of IMFITP imprinted	140	Piece	7,000.00
5	Lot 5 - Bag	Canvass Bag	140	Piece	35,000.00
6	Lot 6 - Bag	Laptop Messenger Bag (premium manmade leather and fabric)	98	Piece	98,000.00
7	Lot 7 - Shirts	Polo shirt/s (in white and in blue)	100	Piece	60,000.00
8	Lot 8 - Backpack	Hybrid Duffle Backpack	50	Piece	125,000.00

Other Information

Indy submit your quotation by using the attached REPLY SLIP for the purchase of the above requirement, indicating our Solicitation Number & your Company Name in a SEALED ENVELOPE, addressed to Ms. Norjannah P. Lucman at Procurement Management Division, 4/F DOT Bldg., Sen. Gil Puyat, Makati City

ELIGIBILITY REQUIREMENTS:

a. Registration certificate from Securities and Exchange (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives; and

b. Mayor's/Business permit issued by the city or municipality where the principal place of business of the perspective bidders is located, or the equivalent for Exclusive Economic Zones or Areas; and

(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, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the IRR of RA9184

For individual consultants not registered under a sole proprietorship, a BIR Certification of Registration shall be submitted, in lieu of DTI registration and Mayor's/Business permit; and

c. Philgeps Registration Number

d. Latest Income/Business Tax Return (For ABCs above Php500K)

e. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

Created by Norjannah P Lucman

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