



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6230630
Procuring Entity DEPARTMENT OF TOURISM
Title Production of Seminar/Training Kits
Area of Delivery

Solicitation Number: 2019-06-0113 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 520,000.00 Delivery Period: Client Agency: <hr/> 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	Status	Active
	Associated Components	4
	Bid Supplements	0
	Document Request List	3
	Date Published	04/06/2019
	Last Updated / Time	04/06/2019 00:00 AM
	Closing Date / Time	07/06/2019 10:00 AM

Description

TERMS OF REFERENCE

Office of Industry Manpower Development

I. Project Title: Production of Seminar/Training Kits

II. Purpose/Objective:

- To be used in the conduct of various trainings and workshops being conducted by the Department of Tourism - Office of Industry Manpower Development.

III. Minimum Requirements for Suppliers:

- Submission of sample of previous similar work/products
- Submission of actual material to be used
- Items are subject for approval before mass production
- Must be willing to provide service on a send bill arrangement.

IV. Scope of Works/Deliverables:

Production of Seminar/Training Kits:

Quantity: 2,000 kits/sets -Individually wrapped per set
 Estimated Amount per set: P260.00
 Estimated Total Amount: P520,000.00

Each kits must contain the following items:

1. Eco Friendly Tote Bag

- Size: Length - 23cm to 27cm
Height - 36 cm
Width - 8cm
- Material/Type of Webbing: Canvas
- Color: Midnight Blue
- Imprint Color: Full Color
- End-User to provide Lay-out

2. Neck Strap Lanyards -w/ Name Badge Holder

- Size: Length - 760 mm
Width - 20 mm
- Material/Type of Webbing: Polyester
- Color: Midnight Blue
- Imprint Color: Full Color
- Name Badge Holder: PVC Clear, Horizontal, Size 3"x4"
- Design/Print : Sublimation Print
- Lay Out Print: End-User to provide

3. Jotter Notepad with Ballpen

- Material: Polypropylene plastic
- Size: L-6" x W-5"
- Leaves/ Sheets: 50 Sheets
- Ballpen design/text: End-user to provide

4. Slip-in Pocket Luggage Bag Tag

- Size: Length - 4 Inches
Width - 2.75 inches
 - Material/Type of Webbing: PVC
 - Color: Midnight Blue
 - Imprint Color: Full Color
 - Design/Print: Photographic Imprint
- Front: TISP Logo
Back: Information details
- End-User to provide Layout

V. Schedule of Delivery:

- Lowest calculated bidder must submit sample item three (3) days after the opening of bids.
- Full Delivery of the items is seven (7) days upon approval of actual sample.
- Partial delivery is not allowed.

VI. Payment Procedure:

Government Procedures

VII. Approved Budget for the Contract:

FIVE HUNDRED TWENTY THOUSAND PHILIPPINE PESOS
(520,000.00) INCLUSIVE OF APPLICABLE TAXES.

VIII. Compliance to Specifications/Provisions

- The WINNING BIDDER must submit actual sample as specified in the layout/description prior to mass production.
- 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.

IX. Project Officer/Contact Person(s)

FRANCISCO T. FRANCO
Manpower Planning and Monitoring Division
Office of Industry Manpower Development
Email: kasepdanmanis@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.

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

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 June 07, 2019 at 10:00 am

Created by John Paulo Samonte Francisco

Date Created 03/06/2019

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