



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6768206  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Production of Suitcases as Tokens for SQWat Members  
**Area of Delivery**

<b>Solicitation Number:</b> 2019-12-0388	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components</b>	4
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b> Goods	<b>Document Request List</b>	0
<b>Category:</b> Corporate Giveaways	<b>Date Published</b>	19/12/2019
<b>Approved Budget for the Contract:</b> PHP 277,800.00	<b>Last Updated / Time</b>	18/12/2019 14:45 PM
<b>Delivery Period:</b>	<b>Closing Date / Time</b>	23/12/2019 10:00 AM
<b>Client Agency:</b>		
<b>Contact Person:</b> 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

Project Title : Production of Suitcases as Tokens for SQWat Members

##### Purpose/Objective:

- To encourage DOT and its attached agencies' personnel to take an active role in ensuring that tourists are continuously provided with convenient, safe and comfortable travel by accredited tourism enterprises by being a member of the Tourism Service Quality Watchers (SQWat);
- To recognize diligent SQWat members who have completed the required number of feedback forms and reports within the prescribed cut-off period;

##### Minimum Requirements for Suppliers

- Must have the capacity to produce high quality and light-weight suitcase
- Must be able to customize/personalize suitcase according to the required design of the end-user
- Must be able to provide mock-up sample suitcase during the bidding process and prior to mass production
- Must be willing to provide product warranty/return and exchange of defective items
- Must be willing to provide services on a send-bill arrangement

##### Scope of Work

- Submit sample of actual product prior to mass production
- Production of 100 pieces of suitcase with luggage cover, following specifications (see attached photos for visual reference)

SIZE Can accommodate 7-10 kilos (carry-on bag)

Preferred measurement: 20inches diagonal, 40cm (W) x 55cm (L)

- Lightweight and durable construction
- Lightweight tube handle system
- 4 x multidirectional spinning wheels
- hard case, use of polycarbonate material and/or equivalent durable/pliable material
- 3 colors (e.g. blue, rust, violet), winning bidder may also suggest color
- Anti-theft zipper, Full and dual zip closure, puncture resistant
- May be expandable, for added carrying capacity

**INTERIORS**

- Fully lined interior; water-proof
- Adjustable cross strapped with push lock closure (non-garter)
- Interior pockets
- Dual Compartment - split book style opening offers two packing compartments separated by a zippered divider

**LOCKS**

- TSA combination padlock
- Matching padlock and 2 keys

**ACCESSORIES**

- Washable luggage cover with Its More Fun in the Philippines Logo

**Delivery Period**

- Scheduled Delivery: Fifteen (15) days after PO, subject to the approval of the design/material and mock sample.

\* NOTE: Bidders must submit one (1) actual sample of per color upon awarding of contract.

Non-submission shall be ground for disqualification of bid. The winning bid shall be selected not solely on the amount of bid/quotation, but also the overall quality of the materials based on the submitted sample.

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.

Payments shall be made within thirty (30 calendar) days upon delivery and acceptance of the every batch of delivery of suitcases to the DOT-END USER.

**Budget Estimate**

TWO HUNDRED SEVENTY SEVEN THOUSAND EIGHT HUNDRED PESOS ONLY (P 277,800.00)

P 2,400.00/suitcase x 100 pcs ..... P 240,000.00  
 P 378.00/luggage cover x 100 pcs ..... P 37,800.00

**Terms of Payment**

**Government Procedures**

**Project Officers/Contact Persons**

Ms. Carolyn P. Gabriel / Ms. Charm Dalisay  
 Standards Monitoring and Enforcement Division  
 Office of Tourism Standards and Regulation  
 Email: smed@tourism.gov.ph  
 Telephone no.: (632) 459 5200-30 loc 216

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Corporate Giveaways	Suitcases	100	Piece	277,800.00

**Other Information**

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 December 23, 2019 at 10:00 am

**Created by** John Paulo Samonte Francisco

**Date Created** 18/12/2019

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