



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6177005  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** DEPARTMENT OF TOURISM'S 46th ANNIVERSARY SHIRTS and ECO-FRIENDLY TUMBLERS  
**Area of Delivery**

<b>Solicitation Number:</b>	2019-05-0081	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<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>	17
<b>Category:</b>	Corporate Giveaways	<b>Date Published</b>	04/05/2019
<b>Approved Budget for the Contract:</b>	PHP 1,000,000.00	<b>Last Updated / Time</b>	04/05/2019 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	07/05/2019 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425  t_romanesh@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

##### LOT 1

##### TECHNICAL SPECIFICATIONS

Supply and Delivery of Eco-Friendly Tumblers  
Merchandising Supplier

##### A. Scope of Work and Deliverables

1. To produce one thousand (1000) pieces It's More Fun in the Philippines branded eco-friendly bamboo tumblers;
2. To deliver the products at the new DOT Building, 351 Sen. Gil Puyat Avenue, Makati;
3. To provide actual photos of the merchandise during the submission of bid documents.

##### B. Project Description

Production of Bamboo Tumblers

##### 1. Product Material:

- Bamboo and Metal
- Insulated Outer Casing
- 450 ml

##### 2. Packaging Set:

- Pouch for the bamboo tumbler
- Printed Tag (colored, design to be provided by DOT)

##### C. Qualifications

- a. The merchandising supplier must be duly established in the Philippines;

b. The merchandising supplier must have undertaken a similar material production.

**D. Project Duration and Budget**

a. The total budget shall be Seven Hundred Thousand Pesos (Php 700,000.00) which includes the following:

- a. One thousand (1000) pieces insulated bamboo tumbler;
- b. Engraving of DOT logo on the tumbler;
- c. Engraving of It's More Fun in the Philippines logo on tumbler;
- d. Packaging set;
- b. Delivery date is on May 17, 2019
- c. Merchandising supplier shall provide billing of the total budget to the DOT once all merchandise has been delivered;

**E. Terms of Payment : Government Procedure**

**REQUIRED VALID DOCUMENTS TO BE SUBMITTED:**

1. Current Mayor's/Business Permit/BIR Cert. of Registration (Individual)
2. Philgeps Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration number
3. Latest Income or Business Tax Return (For ABC's above Php500K)
4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

**LOT II**

**TECHNICAL SPECIFICATIONS**

**I. PROJECT/ACTIVITY:**

DEPARTMENT OF TOURISM'S 46th ANNIVERSARY  
SHIRTS FOR DOT PERSONNEL  
MAY 20, 2019

**II. PURPOSE/OBJECTIVE:**

- To be used and distributed to the DOT employees during the DOT 46th Anniversary Celebration

**III. REQUIREMENTS:**

- 1,000 pcs. Polo-Shirt (with collar), assorted sizes

**Specifications:**

Material : 100% Cotton  
Color : WHITE  
Sizes : Assorted (XS, S, M, L, XL, 2XL and 3XL)  
200 PCS. EXTRA SMALL  
200 PCS SMALL  
200 PCS. MEDIUM  
200 PCS. LARGE  
100 PCS EXTRA LARGE  
50 PCS 2XL  
50 PCS 3XL

Layout/Design Front (chest area) - New Its More Fun In the Philippines Logo (Barabara font)  
Right arm - 46 years  
Back (top, center) - Be Part of the Fun  
Silk Screen

(Layout Design will be provided to the interested suppliers)

Interested suppliers are required to submit sample of shirt with the layout design together with their proposal as well as samples of shirts per size.

**IV. APPROVED BUDGET :** Estimated Amount per piece: PhP 300.00  
: Estimated total: PhP 300,000.00

**V. TERMS OF PAYMENT:** Government Procedures/Send Bill Arrangement

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**VI. CONTACT PERSON:** SOFIA C. PAGSUYUINI

Chief, Human Resource Division  
Tel. No. 459-5200 to 30 local 407 and 408

Recommending Approval: Approved/Disapproved:

**Other Information**

Partial bids are allowed. All Goods are grouped in lots listed above. Bidders shall have the option of submitting a proposal on any or all lots and 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.

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.

Required Valid Documents to be submitted:

1. Current Mayor's/Business Permit/BIR Cert. of Registration (Individual)  
Or Official Receipt as a Proof of payment for the Renewal of Business Permit
2. Philgeps Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration Number
3. Latest Income or Business Tax Return (For ABC's above Php500K))
4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Kindly submit your quotation for the above requirement in a SEALED ENVELOPE indicating our Solicitation Number or Reference Number, Company Name addressed to Ms. Teresita A. Romanes at DOT Bldg., 4th Floor, #351 Sen. Gil Puyat Avenue, Makati City.

**Created by** TERESITA A. ROMANES

**Date Created** 03/05/2019

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