



SUPPLEMENTAL/BID BULLETIN NO. 2

This Supplemental/Bid Bulletin is issued to all prospective bidders to clarify, modify and/or amend items in the Bidding Documents as discussed and agreed during the Pre-Bid Conference held on 15 July 2019 for the **Procurement of a Service Provider for the Booth Design, Set-Up and Dismantling of the Philippine Booth at the Thailand International Travel Fair (TITF) 2019 (DOT-BAC-IB No. 2019-016).**

A. Under Section VII. Technical Specifications of the Bidding Documents

I. Booth Elements/Layout Requirements:

Design and Layout

OLD PROVISION	NEW PROVISION
1. One (1) Information counter <ul style="list-style-type: none"> • One (1) Information Counter with the new DOT Its More Fun Logo and provision for brochure display (for rental or otherwise) as well as lockable storage space underneath the counter • 2 chairs/bar stools • power outlet • Display of Exhibitors List 	1. One (1) Information counter <ul style="list-style-type: none"> • One (1) Information Counter with the new DOT Its More Fun Logo and provision for brochure display (for rental or otherwise) as well as lockable storage space underneath the counter • <u>At least 2 chairs/bar stools</u> • power outlet • Display of Exhibitors List
2. DOT Agency /Brand Logo <ul style="list-style-type: none"> • DOT agency Logo in an esthetically acceptable location deemed appropriate to the overall design 	2. DOT Agency <u>Brand</u> Logo <ul style="list-style-type: none"> • DOT agency Logo in an esthetically acceptable location deemed appropriate to the overall design
3. Booth Stand –10 exhibitor counter with lockable cupboard with top laminate and bottom emulsion paint finish with 2 stool/chair per stand. Maximum 2 company signage holder per counter.	3. Booth Stand –10 exhibitor counter with lockable cupboard with top laminate and bottom emulsion paint finish with 2 stool/chair per stand. Maximum 2 company signage holder per counter. <u>2 company signage holder per counter.</u>
4. One (1) General Storage area with lockable door which can serve as crew/equipment system maintenance space if design allows.	4. One (1) General Storage area with lockable door which can serve as crew/equipment system maintenance space if design allows <u>room.</u>
7. Other Booth Stand/Pavilion requirement <ul style="list-style-type: none"> • 1 Main Audio visual LED TV/monitor screen at least 55" screen size w/ USB Playback and HDMI cable for AVP showing or a laptop playback system with an 	7. Other Booth Stand/Pavilion requirement <ul style="list-style-type: none"> • 1 Main Audio visual LED TV/monitor screen at least 55" screen size w/ USB Playback and HDMI cable for AVP showing or a laptop playback system with an

OLD PROVISION	NEW PROVISION
<p>appropriate sound system. The placement should esthetically support the design.</p> <ul style="list-style-type: none"> • Furniture and fixtures that complement the general theme and serve as a common meeting/lounge area. • Meeting Area with appropriate furniture. Meeting Area should not sacrifice activation area/foot traffic flow. • Brochure rack (table top) and/or stand type whichever is more appropriate on rental basis • Water dispenser (hot/cold) with paper cups for the duration of the fair on rental basis • Appropriate Plant decoration and/or flower arrangement • Carpet and appropriate sheet • Philippines signage which should be visible from all angles • 1 waste bin 	<p>appropriate sound system. The placement should esthetically support the design.</p> <ul style="list-style-type: none"> • Furniture and fixtures that complement the general theme and serve as a common meeting/lounge area. • Meeting Area with appropriate furniture. Meeting Area should not sacrifice activation area/foot traffic flow. • Brochure rack (table top) and/or stand type whichever is more appropriate on rental basis • Water dispenser (hot/cold) with paper cups for the duration of the fair on rental basis • Appropriate Plant decoration and/or flower arrangement • Carpet and appropriate sheet • Philippines signage which should be visible from all angles • 1 waste bin

II. Scope of Work/Deliverables:

OLD PROVISION	NEW PROVISION
<p>4. All exhibition venue connections and fees (ample supply of electricity, suspensions and permits)</p>	<p>4. All exhibition venue connections and fees (ample supply of electricity, <i>running water</i>, suspensions and permits)</p>
<p>10. Dismantle the booth décor after exhibit, egress on the fixed date and handle disposal of booth parts. All materials used for the booth set up are considered as waste materials after the event unless otherwise advised by PDOT before start of construction.</p>	<p>10. Dismantle the booth décor after exhibit, egress on the fixed date and handle disposal of booth parts. All materials used for the booth set up are considered as waste materials after the event unless otherwise advised by PDOT before start of construction. <i>Provider should also handle the storage of materials that have to be returned to the Thai Office.</i></p>

III. Time Frame and Schedule of Work:

OLD PROVISION	NEW PROVISION
<p>2. After Notice of Award: July 20, 2019 Approval and Finalization of Design</p>	<p>2. After Notice of Award: <i>Booth Construction/Set-up Period:</i> July 20, 2019 Approval and Finalization of Design</p>

<p>August 02, 2019 Submission of Design to organizer/Start of Applications 20 August 13:00-24Hrs Start of construction 21 August Booth Construction/Sound Video Testing 22-25 August Exhibition Proper 25 August 21:00-24:00hrs Dismantling</p> <p>Any delays in the stipulated time, the provider will be held responsible for the fee and damages to be settled with the organizer Note: Booth design should be submitted with the financial proposal.</p>	<p>August 02, 2019 Submission of Design to organizer/Start of Applications</p> <p>20 August 2019 13:00-24Hrs Start of construction</p> <p>21 August 2019 Booth Construction/Sound Video Testing</p> <p>22-25 August 2019 Exhibition Proper</p> <p>25 August 21:00-24:00hrs Dismantling</p> <p>Any delays in the stipulated time, the provider will be held responsible for the fee and damages to be settled with the organizer</p> <p>Note: Booth design should be submitted with the <u>Technical Bid/Proposal</u></p>
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B. Terms of Payment:

OLD PROVISION		NEW PROVISION
The indicative payment scheme is as follows:		<i>Full payment shall be made upon completion of the project and presentation of statement of account or billing, and other supporting documents that establishes completion and acceptance of the project.</i>
Upon approval of final booth concept and design	50%	
Upon satisfactory delivery of services, installation and dismantling of booth	50%	
TOTAL	100%	

C. Criteria for Evaluation:

The criteria for evaluation provided in the Terms of Reference or in the Bidding Documents is deleted. It is not applicable under this procurement procedure.

The contents of this Bid Bulletin shall form an integral part of the Bidding Documents.

For the guidance and information of prospective bidders.



ASEC. ROBERTO P. ALABADO III
Chairperson, Bids and Awards Committee
Department of Tourism

22 July 2019