

INVITATION TO BID (IB)
(DOT-BAC IB No. 2019-016)

The Department of Tourism – Bids and Awards Committee (DOT-BAC), invites PhilGEPS registered suppliers/contractors to bid for the hereunder project:

Name of Project:	Procurement of Service Provider for the Booth Design, Set-Up, and Dismantling of the Philippine Booth at the Thailand International Travel Fair (TITF) 2019
Brief description of the Project:	Services of a company engaged in the business of designing, set-up and dismantling of booths for travel and consumer fairs for the Philippine Stand at the TITF 2019
Approved Budget for the Contract:	Thirty Thousand US Dollars (US\$30,000.00) or its Philippine peso equivalent inclusive of taxes
Contract Duration:	One Week

Prospective bidders should have experience in undertaking a similar project within the last three (3) years with an amount of at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Check, Preliminary Examination of Bids, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulations (IRR).

The complete schedule of activities is listed, as follows:

<i>Activities</i>	<i>Schedule</i>
1. Issuance and availability of Bidding Documents	July 4 to 24, 2019 (8:00 a.m. to 5:00 p.m.) July 25, 2019 (until 9:00 a.m. only) 4 th Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
2. Pre-bid Conference (Skype Account Name:dot-bac)	July 12, 2019 (10:30 a.m Philippine time) 4th Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
3. Deadline for Request for Clarification (dotbac.secretariat@yahoo.com)	Until July 15, 2019
4. Issuance of Supplemental / Bid Bulletin	July 18, 2019
5. Deadline of Submission and Receipt of Bids	on or before July 25, 2019 until 9:00 a.m. only (Philippine time) 4 th Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
6. Opening of Bids / Eligibility Check (Skype Account Name: dot-bac)	July 25, 2019 (10:30 a.m. Philippine time) 4th Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City

Bid Documents may be obtained at the DOT-BAC Secretariat c/o Ms. Maria Alma O. Almazan., at the 4th Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City (Tel. Nos. 459-5200 to 30 loc. 425) upon payment of non-refundable fee of **Five Thousand Philippine Pesos (PhP5,000.00)** or its equivalent in US\$, to the DOT Cashier, Ground Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City **OR** deposited to:

Account Name	Department of Tourism - Regular Trust
Account Number	00-0-05002-407-4
Beneficiary's Bank	Development Bank of the Philippines (DBP)

Bank Branch	F. Zobel Branch
Address	809 J. P. Rizal corner F. Zobel St., Makati City , Philippines
Swift Code	DBPHPHMM

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Philippine Department of Tourism, provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

Bidders are advised to e-mail (dotbac.secretariat@yahoo.com) a scanned copy of the deposit slip as proof of payment.

Bids shall be submitted in sealed envelopes labeled Technical Envelope and Financial Envelope addressed to the undersigned.

The DOT reserves the right to reject any and all bids, declare a failure of bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding. Likewise, the DOT may waive any minor defect therein and accept the offer most advantageous to the government. Further, the DOT assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:



ASEC. ROBERTO P. ALABADO III
DOT-BAC Chairperson

Date of Postings:

Phil-GEPS website: July 4 to July 25, 2019

DOT website: July 4 to July 25, 2019

DOT Bulletin Board: July 4 to 25, 2019