



Bid Notice Abstract

Request for Proposal (RFP)

Reference Number 7726172
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title PRODUCTION OF TRAINING SUPPLY FOR WEBINARS AND FACE TO FACE TRAININGS IN THE NEW NORMAL
Area of Delivery Metro Manila

Solicitation Number:	2021-05-005	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods - General Support Services	Bid Supplements	0
Category:	Corporate Giveaways		
Approved Budget for the Contract:	PHP 157,500.00	Document Request List	0
Delivery Period:	21 Day/s		
Client Agency:		Date Published	28/05/2021
Contact Person:	Monina Valdez Raneses Senior Tourism Operations Officer 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.210 63-890-0945 dot.mimaropa@gmail.com	Last Updated / Time	27/05/2021 19:59 PM
		Closing Date / Time	31/05/2021 13:00 PM

Description

Terms of Reference

I. ITEM

- 64 GB Capacity USB

II. PURPOSE/OBJECTIVES:

To be used for the storage of presentations and other files by tourism stakeholders and local tourism officers during conduct of webinars and face-to-face trainings in 2021

III. MINIMUM REQUIREMENTS FOR SUPPLIERS

- Must be PHILGEPS REGISTERED
- Must have been in the production business for not less than three (3) years, preferably a Manufacturer
- Has in-house capacity to enhance and/or develop the design and layout of the required materials
- Submission of actual sample of USB with packaging is subject for approval/revision of the DOT-MIMAROPA within 3 days after closing of PHILGEPS posting for interested bidders

IV. DOCUMENTARY REQUIREMENTS FOR SUPPLIERS

- Submission of complete documentary requirements upon PhilGEPS posting closing
- Current Mayor's / Business Permit / BIR Certification (for Individual)
- PHILGEPS' Registration Number or Certificate of Platinum Membership
- Registration Certificate from SEC or DTI
- Original or certified true copy of duly notarized Omnibus Sworn Statement

V. SCOPE OF WORK/SPECIFICATIONS

Design: Embossed DOT MIMAROPA logo with stainless ring

Casing Material :Synthetic /Faux Leather

Width : 1.1 inches

Depth: 0.7 inches

Height :3.5 inches

Weight :1.41 oz

Casing : Snap button closure

Packaging :Hard box 4" x 1.75" x 1"

Black Matte Wrap in foam with DOT MIMAROPA silkscreen print logo in gold color

Quantity: 250 pieces

VI. APPROVED BUDGET FOR THE CONTRACT :

The Approved Budget for the Contract is One Hundred Fifty Seven Thousand Five Hundred Pesos (P157,500.00), inclusive of all government taxes and charges

The winning bid, however, 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.

VII. DELIVERY PERIOD:

Winning bid must deliver the 250 pieces 64GB Capacity USB with packaging on or before 25 June 2021

VIII. PAYMENT PROCEDURE:

- Terms of payment to the winning bidder shall be in accordance with the government procedure (send bill arrangement). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.

- Full payment shall be made within thirty (30) working days upon delivery of the request order and acceptance of the supplies.

IX. COMPLIANCE TO SPECIFICATIONS/PROVISIONS

- Non-submission of required documentary requirements and actual sample shall be ground for disqualification of bid.

- The WINNING BIDDER, however, shall be determined not solely based on the amount of bid but shall also consider the over-all compliance with the design and quality of the submitted sample.

- The WINNING BIDDER must deliver 64 GB Capacity USB as spot check will be done by END USER on the above-mentioned date of delivery.

- 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-MIMAROPA 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-MIMAROPA END USER.

- The WINNING BIDDER shall hold in confidence all confidential information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved design/concepts of the items listed above except to those persons entrusted/authorized by the DOT-MIMAROPA END USER.

X. PROJECT OFFICER/CONTACT PERSON

Name: MR. JOSEPH LAZARO
Email: dot4bonline@gmail.com / tisp.dot4b@gmail.com
Contact No. : 0915-111-1191

Created by Monina Valdez Raneses

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