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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5596689
Procuring Entity DEPARTMENT OF TOURISM
Title Anilao Underwater Shootout 2018
Area of Delivery Batangas

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|--|------------------------------|---------------------|
| Solicitation Number: 2018-08-0228 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Consulting Services Category: Consulting Services Approved Budget for the Contract: PHP 999,990.00 Delivery Period: 5 Day/s Client Agency: <hr/> Contact Person: 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 | Status | Active |
| | Associated Components | 3 |
| | Bid Supplements | 0 |
| | Document Request List | 0 |
| | Date Published | 31/08/2018 |
| | Last Updated / Time | 31/08/2018 00:00 AM |
| | Closing Date / Time | 05/09/2018 10:00 AM |

Description

TERMS OF REFERENCE

A. BIDDER: Consultancy Services for Underwater Photo Shootout Software Development and Competition Oversight

B. PROJECT TITLE: Anilao Underwater Shootout 2018 (Technical Component)

C. BACKGROUND

1. Date/ period covered: November 27 - December 1, 2018

2. Destination: Anilao, Mabini, Batangas

3. Description/Rationale:

- The Anilao UW Shootout 2018 will be a five-day event from November 27 to December 1, 2018 with the following components:
 - o Registration and Welcome Cocktail Reception
 - o Three-day Shootout Competition and Fun Dives
 - o Judges' Workshops and Presentations
 - o Mini Press Conference
 - o Closing/Awarding Ceremony
- Target participants: 200 (minimum) foreign and local UW photographers
- Partnership with DOT and/or PCSSD accredited Anilao resorts to come up with attractive 5D/4N dive packages (P\$31,500/US\$630) for event participants.
- Five (5) world-renowned UW photographers shall be tapped as judges for the competition, i.e., Laurent Ballesta, Ellen Cuylaerts, Indra Swari, William Tan, and John Thet.
- The team has developed the Anilao UW Shootout as a tourism product which can be turned over to other Philippine dive destinations.
- This year's shootout will pave the way for the promotion of the Philippine Underwater Shootout, where we will

introduce competition classes and categories specific to the destination such as wide angle or pelagic.

D. OBJECTIVES

1. To showcase the country as an excellent destination for UW macro photographers and entice them to engage their hobby in the Philippines;
2. To sustain the gains achieved in the 2017 Anilao Competition and ensure market penetration of the global UW photographers market segment;
3. To reinforce the standing of the Philippines as Asia's premier UW Photography Destination through the multimedia platforms of invited world-renowned UW photographers, judges, and international participants; and
4. To lead in the implementation of responsible competition mechanics for underwater photo competitions worldwide

E. MINIMUM REQUIREMENTS

1. Must be a Philippine organization capable of organizing underwater photo competitions;
2. Must be an organization/business with expertise related to the scuba diving industry;
3. Must shoulder meals, accommodation, and transportation expenses of staff/crew for the duration of the event;
4. Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS);
5. Must be willing to provide services on send – bill arrangement

F. SCOPE AND WORK DELIVERABLES:

1. UNDERWATER PHOTO COMPETITION TECHNICAL DEVELOPMENT & OVERSIGHT

- a. Develop underwater photography competition mechanics including registration flow, dive guide and spotters code, competition classes and categories, underwater conduct and marine conservation etiquette, entries' post processing and file format rules and specifications, and criteria for judging.
- b. Supervise and respond to competition queries particularly on technicality specifics;
- c. Identify, network, and partner with underwater photography and scuba diving equipment suppliers, dive resorts, and other auxiliary dive service providers to secure possible sponsorships.
- d. Identify and purchase underwater photography and dive equipment and accessories to be given as prizes to major competition winners

2. SOFTWARE DEVELOPMENT

- a. Create a software that will be used in the competition
- b. Provide an IT team that will manage and operate the system for the registration, photo submission, judging and tallying, and create and manage the presentation of winning photos for the awarding night, which includes the following:
 - i. Infrastructure requirements
 - Software (developed in a non-proprietary software, licensed software for RAW file viewer);
 - Hardware (one laptop, one wifi router, and one receipt printer);
 - Database (non-proprietary); and
 - Network (accessed via LAN wifi router)
 - ii. Software requirements
 - Setup/Configuration (Application must be accessible via web browser, LAN wifi, and MAC and Windows OS, and configurable),
 - Registration Day (Onsite registration through laptop terminals located at the registration booth, System should be able to accept Excel or Flat files for the list of participants who registered online and assign a competitor ID number and print a receipt as proof of payment),
 - Photo submission (System should be able to detect RAW files and provide photo receipt form showing number of photos submitted per category),
 - Judging and Tallying system
 - iii. Presentation of winners
 - A summary of winners should be shown per camera type, and per category and portfolio winners
 - iv. Other Requirements
 - Rights to software and codes to be developed will be turned-over to DOT in a hard drive within two weeks after the competition
 - Training of DOT staff in the operation and maintenance of the software

G. BUDGET

1. The total working budget is P 999,990.00 and should cover all requirements enumerated above.
2. Payment will be made in tranches:
 - a. 50% - Upon contract signing and presentation of competition management plan.
 - b. 50% - after the event
3. In the event that DOT is able to secure sponsorships, the corresponding value must be deducted from the total amount in the invoice.
4. The winning bidder shall be determined based on the proposal with most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

H. CONTACT PERSON

Contact Persons : GHIENEL GUSTILO

Address : Office of Product and Market Development Group
5th Floor, DOT Building
351 Sen Gil Puyat Avenue, Makati City

Contact Number : 459-5200 local 522

Email Address : phdiveteam@gmail.com / gbgustilo@tourism.gov.ph

Kindly submit your quotation by using the attached REPLY SLIP 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, 351 Sen. Gil Puyat Avenue, Makati City

ELIGIBILITY REQUIREMENTS:

1. Eligibility Documents Submission Form (Annex A)

2. Class "A" Documents:

a. Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidders is located, or the equivalent document for Exclusive Economic Zones or Areas; and

(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, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the IRR of RA9184

For individual consultants not registered under a sole proprietorship, a BIR Certification of Registration shall be submitted, in lieu of DTI registration and Mayor's/Business permit; and

** For methods of procurement requiring Mayor's Permit and PHILGEPS Registration Number, Certificate of Platinum Membership may be submitted in lieu of the said documents.

b. Philgeps Registration Number

c. Latest Income/Business Tax Return (For ABCs above Php500K)

d. Professional License/Curriculum Vitae/Company Profile

e. List of completed and ongoing projects

f. List of key personnel to be assigned to the contract to be bid, with their complete qualification and experience data (company)

g. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

Deadline for the submission of Quotation: on or before September 5, 2018 at 10:00 am

Created by John Paulo Samonte Francisco

Date Created 30/08/2018

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