



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6628909
Procuring Entity DEPARTMENT OF TOURISM
Title Production of Plaques of Appreciation for DOT-OIMD Resource Speakers and Partner Agencies in Tourism Manpower Development
Area of Delivery Metro Manila

Solicitation Number: 2019-11-0294	Status	Pending
Trade Agreement: Implementing Rules and Regulations	Associated Components	4
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	0
Category: Tokens and Awards	Date Published	08/11/2019
Approved Budget for the Contract: PHP 412,500.00	Last Updated / Time	07/11/2019 15:24 PM
Delivery Period: 1 Day/s	Closing Date / Time	11/11/2019 10:00 AM
Client Agency:		
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		

Description

TERMS OF REFERENCE

I. Project Title: Production of Plaques of Appreciation For DOT-OIMD Resource Speakers and Partner Agencies in Tourism Manpower Development.

II. Purpose/Objective:

- To give recognition to the invaluable service and contribution of resource speakers and partner agencies/stakeholders for their service and support to DOT training programs and activities to improve Philippine tourism human capital.

III. Minimum Requirements for Suppliers:

- Submission of sample of previous similar work
- Submission of sample material to be used

IV. Scope of Works/Deliveries:

Production of Plaque based on the attached design / layout

- Quantity: 165 pcs. - Estimated Unit Cost P2,500.00

Specifications:

- Material : Crystal Glass
- Dimensions : (H) 8 ½" x (W) 5 ½" x (T) 12mm

3. Base : 2 layered crystal glass
4. Color : Multi Color w/ Photographic Etchings
5. Design : TISP & DOT logo with text (as shown in the attached layout)
6. Packaging : Individual bubble wrap inside

V. Schedule of Delivery:

- Lowest calculated bidder must submit sample item three (3) days after the opening of bids.
- Full Delivery of the items is seven (7) days upon approval of actual sample.
- Target Delivery Date is November 29, 2019
- Partial delivery is not allowed.

VI. Payment Procedure:

Government Procedures

VII. Approved Budget for the Contract:

Total budget allocation is PHILIPPINE PESOS: FOUR HUNDRED TWELVE THOUSAND FIVE HUNDRED PESOS (412,500.00) INCLUSIVE OF TAXES.

VIII. Compliance to Specifications/Provisions

- The WINNING BIDDER must submit actual sample as specified in the layout/description prior to mass production.
- 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, provided that the amount does not exceed the above total budget.
- 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-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-END USER.
- The WINNING BIDDER shall hold in confidence all information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved Plaques except to those persons entrusted/authorized by DOT-END USER.

IX. Project Officer/Contact Person(s)

FRANCISCO T. FRANCO
Manpower Planning and Monitoring Division
Office of Industry Manpower Development
Email: kasepdanmanis@gmail.com
Telephone: 459-5200 to 5230 loc 218

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.

Kindly submit your quotation 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, Procurement Management Division, 351 Sen. Gil Puyat Avenue, Makati City

PLEASE SUBMIT THE FOLLOWING DOCUMENTS:

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual) (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.
2. Philgeps Registration Number
3. Latest Income/Business Tax Return (For ABCs above Php500K)
4. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

Deadline for the submission of Quotation: on or before November 11, 2019 at 10:00 am

Created by John Paulo Samonte Francisco

Date Created 07/11/2019

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