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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6355522
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title Booth Design, Set-up and Dismantling of the MIMAROPA Booth for the 2nd Western Visayas International Travel Fair
Area of Delivery Iloilo

Solicitation Number:	2019-07-027	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods - General Support Services	Document Request List	0
Category:	Construction Projects	Date Published	31/07/2019
Approved Budget for the Contract:	PHP 120,000.00	Last Updated / Time	30/07/2019 09:02 AM
Delivery Period:	5 Day/s	Closing Date / Time	05/08/2019 12:00 PM
Client Agency:			
Contact Person:	Keith Blanche Calso Soriano Administrative Officer IV 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.210 63-890-0945 procurement.mimaropa@gmail.com		

Description

TERMS OF REFERENCE

IMPLEMENTATION : September 18-22, 2019

MINIMUM REQUIREMENTS:

1. Must be based in Iloilo City.
2. Must have experience working on the Western Visayas International Travel Fair and/or other similar events.
3. Must be able to provide samples of previous work.
4. Must be able to provide services on a Send-Bill Arrangement.
5. Must have PhilGEPS Registration.

DOCUMENTARY REQUIREMENTS

1. Mayor's Permit
2. PhilGEPS Registration Number
3. Duly notarized Omnibus Sworn Statement

4. Proposed Design for the Booth
5. Portfolio of previous work experience (e.g. photos, certificates, etc.)

SCOPE OF WORK/DELIVERABLES:**BOOTH CONSTRUCTION AND DESIGN**

- Facilitate permits and attend meetings regarding the 2nd Western Visayas International Travel Fair.
- Facilitate Ingress and Egress proceedings, as well as forms and permits needed to conduct smooth installation of the booth.
- Maintenance of the booth for the duration of the event.
- Provision of personnel who could handle and troubleshoot problems in the booth.
- Design and construction of the DOT MIMAROPA booth, including:
 - o All design and landscaping materials and procedures
 - o Rent of Ten (10) Tables and Twenty (20) Chairs
 - o Rent of One (1) 32-inch Flat-screen Television with mountable stand
 - o Rent of Four (4) brochure racks
 - o All labor-related expenses
 - o All other expenses necessary for the construction of the booth

Deadline of Submission of Quotation and Proposed Design is on or before 12:00nn of August 5, 2019 (Friday).

The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

Contact Person: Mr. Domenic Contreras
DOT MIMAROPA Regional Office
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Created by Keith Blanche Calso Soriano
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