



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number	6563501
Procuring Entity	DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title	PROMOTIONAL COLLATERALS RELATIVE TO THE CONDUCT OF 1st MIMAROPA REGIONAL TOURISM SUMMIT ON NOVEMBER 18-19, 2019
Area of Delivery	Metro Manila

Solicitation Number:	2019-041	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	Document Request List	0
Category:	Corporate Giveaways	Date Published	18/10/2019
Approved Budget for the Contract:	PHP 131,900.00	Last Updated / Time	17/10/2019 13:15 PM
Delivery Period:	15 Day/s	Closing Date / Time	21/10/2019 01:00 AM
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

Objectives:


1. To gather all tourism stakeholders on a summit that will focus on sustainable tourism practices and environmental awareness.

I. Scope of Service

The supplier should be able to provide the promotional collaterals with the following specifications:



A. General Requirements

- Supplier must be in the tourism/production industry for at least two (2) years
- Must be capable in production of collaterals based on the required design and specification
- Can provide sample products and design before the delivery period
- Amenable to send-bill arrangement/ government procedure



 Price quotation should be denominated in the Philippine Peso and inclusive of 12% VAT and all other applicable taxes and charges. Price validity shall be for a period of one hundred twenty (120) calendar days.

B. Specific Requirements

1. Bamboo Cutlery with Pouch



  250pcs



  Consist of wooden Fork, wooden Spoon, wooden Knife, wooden chopsticks, Bamboo Straw and Brush



  Pouch in off-white color with embroidered official logo of Department of Tourism and MIMAROPA text in brown color

(please refer to annex A for design and color)

2. Ramit Lace



  100pcs



  Customized lace with ethnic design



  Lace made of "Ramit" –traditional Mangyan cloth preferably in blue and green color with round synthetic medallion printed with DOT official Logo



(please refer to annex A for design and color)



3. 3D Letter Standee with DOT Official Logo

  2ft. Standee - 8 letters "MIMAROPA" – colored with white

  1 foot Standee - 7 letters "Tourism" – glittered with apple green



  1 foot Standee - 6 letters "Summit" – glittered with navy blue



  1 Round DOT Logo

  Made of hard cardboard material

(please refer to annex A for design and color)

4. Token for Speakers



  20pcs



  Bamboo made wrist watch with leather straps engraved with MIMAROPA Naturally logo at the back

(please refer to annex A for design and color)

5. Photo Wall



  One (1) photo wall backdrop


  8 ft. height x 10 ft. width x 3mm thickness



  Printing of vinyl sticker in sintra board material with matte lamination

(please refer to annex A for design and color)

6. ID Lanyard with Holder for Participants

  250pcs

  ¾" (W) x 36" (L) size of lanyard in white color with DOT logo pin

  5" (W) x 4"(H) size of ID card holder made of eco-friendly material

(please refer to annex A for design and color)

C. Documentary Requirements

- Mayor's/Business Permit
- Proof of PhilGEPS Registration
- Omnibus Sworn Statement

II. PAYMENT SCHEMES

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.

III. DELIVERY PERIOD:

- 15 Working days after the final approval and given a notice to proceed.

IV. PAYMENT PROCEDURE

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

V. COMPLIANCE TO SPECIFICATIONS/PROVISIONS

- 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 product.
- 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 confidential information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved collaterals except to those persons entrusted/authorized by the DOT-END USER.

VII. CONTACT PERSON

MARC RAMIRO ORTIZ LUIS / KRISTINE JOY FRANCISCO
Tourism Development Division, DOT MIMAROPA
(02) 816-4886 / (0917) 716 0305 / (0949) 614 4871

Created by Keith Blanche Calso Soriano

Date Created 17/10/2019

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