



## Bid Notice Abstract

### Request for Expression of Interest

<b>Reference Number</b>	10917876
<b>Procuring Entity</b>	DEPARTMENT OF TOURISM - NCR
<b>Title</b>	Request for Expression of Interest for the Procurement of Consultancy Services for the Integrated Marketing Communications (STRATCOM) of DOT-NCR (DOT-NCR REI No. 2024-06-002)
<b>Area of Delivery</b>	Metro Manila

<b>Solicitation Number:</b>	DOT-NCR REI No. 2024-06-002	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	7
<b>Procurement Mode:</b>	Public Bidding	<b>Bid Supplements</b>	0
<b>Classification:</b>	Consulting Services	<b>Document Request List</b>	0
<b>Category:</b>	Consulting Services	<b>Date Published</b>	04/06/2024
<b>Approved Budget for the Contract:</b>	PHP 1,600,000.00	<b>Last Updated / Time</b>	03/06/2024 19:29 PM
<b>Delivery Period:</b>	10 Month/s	<b>Closing Date / Time</b>	11/06/2024 09:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Lawrence Jacosalem Alcantara Supply Officer 7840 Makati Avenue, Brgy. Poblacion Makati City Metro Manila Philippines 63-8-4595200 Ext.212 63-8-5533530 dotncr.bac@tourism.gov.ph		

#### Description

Request for Expression of Interest for the Procurement of Consultancy Services for the Integrated Marketing Communications (STRATCOM) of DOT-NCR (DOT-NCR REI No. 2024-06-002)

1. The Department of Tourism - National Capital Region(DOT-NCR), through the General Appropriations Act 2023 intends to apply the sum of One Million Six Hundred Thousand Pesos (PhP1,600,00.00) being the Approved Budget for the Contract (ABC) to payments under the contract for DOT - NCR-REI No. 2024-06-002. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The DOT-NCR now calls for the submission of eligibility documents for the Procurement of Consultancy Services for the Integrated Marketing Communications (STRATCOM) of DOT-NCR. Eligibility documents of interested consultants must be duly received by the DOT-NCR BAC Secretariat on or before 11 June 2024 until 9:00 a.m. only at the DOT-NCR General Services Unit, Ground Floor, DOT-NCR Bldg., No. 7840 Makati Avenue, Brgy. Poblacion Makati City. Eligibility Check will be on June 11, 2024 to be held at the 3rd floor DOT-NCR Bldg., 7840 Makati Avenue, Brgy. Poblacion, Makati City at 10:00 a.m. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.
3. Interested bidders may obtain further information from DOT- NCR and inspect the Bidding Documents at the address given below during 8:00 a.m. to 4:00 p.m.
4. A complete set of Bidding Documents may be acquired by interested bidders on June 04 to 10, 2024 (8:00 a.m. to

4:00 p.m.) from the address below.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity.

5. The BAC shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents, and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act", and its Implementing Rules and Regulations (IRR). The short list shall consist of five (5) prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

- Applicable experience of the consultant and members in case of joint ventures, considering both the overall experiences of the firms or, in the case of new firms, the individual experiences of the principal and key staff, including the times when employed by other consultants (50%);
- Qualification of personnel who may be assigned to the job vis-à-vis extent and complexity of the undertaking (30%); and
- Current workload relative to capacity (20%);

Passing Rate: 80%

6. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

7. The Procuring Entity shall evaluate bids using the Quality Based Evaluation (QBE) procedure. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.

8. The contract shall be for ten (10) months from the receipt of the Consultant of the Notice to Proceed;

9. The DOT-NCR reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

10. For further information, please refer to:

Mr. LAWRENCE J. ALCANTARA  
Head, DOT- NCR, BAC Secretariat  
DOT-NCR General Services Unit, Ground Floor, DOT-NCR Bldg.  
8740 Makati Avenue, Brgy. Poblacion, Makati City  
Email Address: dotncr.bac@tourism.gov.ph  
Website Address: www.tourism.gov.ph

03 June 2024

VICTORIA MARGARITA V. PAJE  
BAC Chairperson

**Created by** Lawrence Jacosalem Alcantara

**Date Created** 03/06/2024

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