



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11808648
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Collaterals for Culture-based Tourism Products
Area of Delivery

Solicitation Number:	RFQ NP-SVP 2025-02-0040	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	1
Category:	Printing Services	Date Published	26/02/2025
Approved Budget for the Contract:	PHP 264,610.00	Last Updated / Time	26/02/2025 00:00 AM
Delivery Period:		Closing Date / Time	03/03/2025 13:00 PM
Client Agency:			
Contact Person:	Val Raymund Cristobal Cervantes Administrative Officer II 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 vccervantes@tourism.gov.ph		

Description

TECHNICAL SPECIFICATIONS

I. BIDDER : Goods/Items (Booth Requirements)

II. PROJECT TITLE : Collaterals for Culture-based Tourism Products

III. PROJECT DATE : March 2025

IV. BACKGROUND

The Department of Tourism's (DOT) National Tourism Development Plan (NTDP) 2023-2028 places significant emphasis on Cultural Experiences as a primary and vital focus for the development of tourism products. This emphasis highlights culture-based tourism as a cornerstone of its mission to promote the Philippines as a globally competitive and culturally rich destination. Through its Office of Product Development – Product Planning and Development Division (OPD-PPDD), the DOT continuously implements projects that celebrate, conserve, and elevate Filipino values, traditions, and cultural knowledge. Projects such as the Philippine Creative Industries Month, Filipino Food Month, and other trade and product development activities.

To further this mission, the OPD-PPDD recognizes the importance of utilizing marketing collaterals as effective tools for promoting cultural tourism. These materials will serve as vital components of the DOT's participation in local and international events, conferences, and activities that focus on culture. By enhancing consumer engagement and

raising awareness about the Philippines' unique cultural offerings, these collaterals will strengthen the DOT's commitment to integrating culture into tourism and elevating the Philippines' profile in the global market.

V. MINIMUM REQUIREMENTS

- Must be PHILGEPS Registered
- Must have worked with the DOT
- Must be willing to provide services on send-bill arrangement
- Only approved layout by the DOT- Branding and Marketing Communications Office shall be produced
- Must submit their quotation with cost breakdown to differentiate the amount of service fee and amount to be earmarked for the payment to the third parties or other proprietors. Otherwise tax withheld will be credited for the total contract prize.

VI. SCOPE AND WORK DELIVERABLES

Delivery Date: 14 March 2025

A. Marketing Collaterals

Fabrication of the items in the given table below for the following sub-products and flagship program under cultural tourism:

1. Food & Gastronomy Tourism
2. Creative Tourism
3. Philippine Experience Program

ITEM QUANTITY SPECIFICATIONS CONCEPT DESIGN

Tension Fabric Backdrop 3 sets

Frame size: 310 cm x 225 cm (Curve wall)

Fabric Printed: Two-Side Digital Print

Hardware: with aluminum frame and carrying bag Food and Gastronomy Tourism

Creative Tourism

Philippine Experience Program

Tension Fabric Table (Rectangular) 3 sets Frame size: 80 cm (W) x 50 cm (D) x 95 cm (H)

Fabric Printed: Single-Side Digital Print

Hardware: with aluminum frame, pipe system, 2 pcs hardboard and carrying bag Food and Gastronomy Tourism

Creative Tourism

Philippine Experience Program

Tension Fabric Table (Eclipse) 3 sets Frame size: 60 cm (W) x 40 cm (D) x 95 cm (H)

Fabric Printed: Single-Side Digital Print

Hardware: with aluminum frame, pipe system, 2 pcs hardboard and carrying bag Food and Gastronomy Tourism

Creative Tourism

Philippine Experience Program

B. Layout

Layout of each item for cultural tourism's sub-products and flagship program's marketing collaterals

- The DOT shall provide official photos, logos, and other visual assets.
- The final layout shall be submitted to the DOT for review, clearance, and approval.
- Sample layouts must be provided within three (3) working days upon receipt of the Notice of Award.
- The procurement includes the finalization of the marketing collateral layout before production.
- All finalized layouts must adhere to the DOT branding guidelines.

VII. BUDGET:

The total budget for this project is TWO HUNDRED SIXTY-FOUR THOUSAND SIX HUNDRED TEN PESOS (PHP 264,610.00) inclusive of all applicable taxes and should cover all requirements enumerated above.

The winning bidder shall be determined based on the proposal, provided that the amount of bid does not exceed the above total budget.

Project expenses to be charged to the 2025 GAA of the Office of Product Development - Culture-based Tourism.

VIII. CONTACT PERSON

Contact Person : Cleo Faith B. De Castro
Office : Product Planning & Development Division
Contact Number : +63 84595200; local 508
Email Address : cbdecastro@tourism.gov.ph

Approved by:

PAULO BENITO S. TUGBANG, M.D
Director
Office of Product Development

Other Information

In addition to the Proposal/Quotation, kindly submit the following Eligibility Requirements:

1. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Registration Number

3. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kindly submit your quotations together with your eligibility requirements to mbbuscano@tourism.gov.ph on or before 03 March 2025 at 1:00 PM. Late and unsigned quotations shall not be accepted.

Created by Val Raymund Cristobal Cervantes

Date Created 25/02/2025

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.