



SUPPLEMENTAL / BID BULLETIN NO. 1

This Supplemental/Bid Bulletin is issued to the lone shortlisted bidder to clarify, modify and/or amend items in the Bidding Documents as discussed and agreed during the Pre-Bid Conference held on 06 March 2020 for the Procurement of a **Tourism Destination Marketing Company for Middle East/Gulf Cooperation Council (DOT-BAC-REI No. 2020-02)**. This shall form an integral part of the Bidding Documents.

Clarification on the Bidding Documents

I. On Section II. Instruction to Bidders

- Bid Security – The bidder should choose **only one** from the following Bid Security:
 - a) Bid Securing Declaration; **or**
 - b) Any other Form of Bid Security
 - 1. Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank; or
 - 2. Bank draft/guarantee or irrevocable letter or credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank; or
 - 3. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security

II. On Section VII. Bidding Forms

- TPF 4. – Description of the Methodology and Work Plan for Performing the Project
 - This portion of the Bidding documents should contain the Bidder's approach on how they intend to render their professional services. However, this does not preclude to include marketing plan, if they want to.
 - The End-user shall look for the following:
 - a. Methodology, work plan, and over-all framework
 - b. Assessment process to be conducted to support the work plan and framework
 - c. Suggested market segments to tap
 - d. Proposed work program
- TPF 8. – Activity (Work) Schedule
 - Under A. Field Investigation and Study Items – indicate "NOT APPLICABLE"
- FPF 3. – Breakdown of Price Per Activity
 - Remuneration – This is the ceiling or the maximum allowance professional fee. Bidders may offer equal or lower than this amount. It should be per month and not per activity.

FPF 4. – Breakdown of Remuneration Per Activity

- Indicate the names of the personnel to be assigned or to be included in the team. The total remuneration should total to the bid price or the professional fee. The total monthly remuneration for these personnel should be equal to or the same as the monthly professional fee.

FPF 5. – Reimbursable per Activity

- indicate "NOT APPLICABLE" or "to be determined during contract implementation subject to DOT approval"

- ***In TPFs and FPFs where activities are mentioned indicate "Not Applicable"***
- ***In all the FPFs, the professional fee should be included not a suggested marketing budget.***
- ***In TPF 7 and 8, only Marketing Director and a minimum of one additional staff should be included.***

For the guidance and information of all concerned.


ASEC. ROBERTO P. ALABADO III
DOT-BAC Chairperson

March 12, 2020