



SUPPLEMENTAL / BID BULLETIN NO. 1

This Supplemental/Bid Bulletin is issued to all prospective bidders to clarify, modify and/or amend items in the Bidding Documents as discussed and agreed during the Pre-bid Conference held on 07 March 2019 for the **Tourism Destination Marketing Company for Indonesia, Singapore and India (DOT-BAC-REI No. 2018-006)**. This shall form an integral part of the Bidding Documents.

Amendments in the Bidding Documents

1. On the Title of the Project and corresponding Lots:

The Title of these procurement project is "**Tourism Destination Marketing Company for Hong Kong and Macau, Indonesia, Malaysia, Singapore, and Thailand, Vietnam, Canada, India, Middle East/Gulf Coop Council, France, Italy, Spain, and Russia**" classified in accordance with the following Lots:

- Lot No. 1: Indonesia
- Lot No. 2: Singapore
- Lot No. 3: India

Clarification on the Bidding Documents

1. On Section II. Instruction to Bidders:

- On Item 4.2 (h) – Bidders/Consultants are reminded that the Duly Notarized Omnibus Sworn Statement must be accompanied by a duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable.

2. On Section III. Bid Data Sheet:

- On Item 25.3 – The technical proposals will be evaluated on the basis on their compliance with documentary requirements and responsiveness to the TOR using the *following revised criteria* for the Technical Bid/Proposal:

SHORTLISTING RATING SHEET

TOURISM DESTINATION MARKETING (TDM) SERVICES FOR CY 2019

| B | | TECHNICAL BID I PROPOSAL CRITERIA AND RATING | % | RATING |
|---|---|--|----|--------|
| 1 | | Work experience as a market representative (25%) | | |
| | | Above 5 years | 25 | |
| | b | 3-5 years | 20 | |
| | c | Below 3 years | 15 | |
| 2 | | Type and number of activities organized to promote a destination / brand (50%) | | |
| | a | Conducted attendance to travel fairs, familiarization tours, advertising activities (traditional and non-traditional media), specialists-programs ¹ , and non-traditional activities / innovative activities ² from 2014 to 2018 | 50 | |
| | b | Conducted attendance to travel fairs, familiarization tours, advertising activities (traditional and non-traditional), and specialists-programs ¹ from 2014 to 2018 | 40 | |

| | | | | | |
|--|---|---|---|----|--|
| | | c | Conducted attendance to travel fairs, familiarization tours, and advertising activities (traditional and non-traditional) from 2014 to 2018 | 30 | |
| | | d | Conducted attendance to travel fairs, and familiarization tours from 2014 to 2018 | 20 | |
| | | e | Conducted attendance to travel fairs from 2014 to 2018 | 10 | |
| | | f | None | 0 | |
| | 3 | | Number of countries represented (past and present) (25%) | | |
| | | a | 8 and above countries represented with at least 1 of these ASEAN countries: Thailand, Malaysia, Indonesia, Vietnam, or Cambodia | 25 | |
| | | b | 4-7 countries represented with at least 1 of these ASEAN countries: Thailand, Malaysia, Indonesia, Vietnam, or Cambodia | 15 | |
| | | c | 1-3 countries represented with at least 1 of these ASEAN countries: Thailand, Malaysia, Indonesia, Vietnam, or Cambodia | 10 | |
| | | | None | 0 | |
| | | | | | |

Legend:

1 - Specialist Programs include destination specialists or niche-market specialists (like MICE or Scuba Diving specialists) for certain country or a destination in that country

2 — Non-traditional activities / Innovative activities are those not normally done by an NTO to promote their destination or product.

Minimum score is 70%.

3. On Section IV. General Conditions of Contract:

- On Item 53.5 (a) – Reimbursement basis only

4. 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.

☐ TPF 7. - Time Schedule for Professional Personnel

- Consultants need only to indicate the time schedule for the Marketing Director and one (1) dedicated staff
- Under column for reports due/activities – place the monthly accomplishment report, post-activity report, and other reports which may be required in the TOR or deemed necessary in the implementation of the services.
- Period covered: from April to December 2019. In this regard, the cost of services shall likewise be pro-rated but in no case shall exceed the ceiling for professional fees per month as reflected in the approved budget for the contract (ABC).

☐ TPF 8. – Activity (Work) Schedule

- Under A. Field Investigation and Study Items – indicate "NOT APPLICABLE"

- Under B. Completion and Submission of Reports – bidders may change the predetermined/identified reports enumerated in the template depending on the requirements in the terms of reference (TOR).

☐ FPF 2. – Summary of Costs

- Indicate the cost for Professional fees only

☐ FPF 3. – Breakdown of Price Per Activity

- Remuneration – indicate the cost for professional fees
- Reimbursable – indicate “NOT APPLICABLE” or “as may included in the approved marketing plan during contract implementation”

☐ FPF 4. – Breakdown of Remuneration Per Activity

- Indicate USD8,000 per month (professional fee). This is the ceiling or the maximum allowance professional fee. Bidders may offer equal or lower than this amount.

☐ FPF 5. – Reimbursable per Activity

- indicate “NOT APPLICABLE” or “as may be included in the approved marketing plan during contract implementation”

☐ FPF 6. – Miscellaneous Expense

- Indicate “NOT APPLICABLE”

3. Below is the list of Investment Priorities Plan, as requested by the shortlisted bidders:

- a) Tourist Transport Services (Land Transport, Water Transport, Air Transport) catering to tourists.
- b) Accommodation Facilities,
- c) Health and Wellness
- d) Tourism Training Centers and Institutes
- e) Retirement Villages and
- f) Restoration/preservation and operation of historical shrines, landmarks and structures

4. Bidders/Consultants were reminded that the Technical and Financial Proposal requirements or statements, bids and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder’s country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder’s affairs in the Philippines.

Bidders/Consultants were reminded on the **deadline for submission of Technical and Financial Proposals which is on 19 March 2019 at 5:00 p.m (Manila Time)**. The Opening of Technical Proposals will be on **20 March 2019 at 10:30 a.m (Manila Time)**.

The financial bids/proposals of the bidders who will be declared "passed" during the opening of technical bids will remained unopen and will be kept in the custody of the BAC secretariat.

For the guidance and information of all concerned.


DIR. MILAGROS Y. SAY
DOT-BAC Vice Chairperson

12 March 2019