



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 4868151  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Supply and Installation of Various Building Signages  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	2017-10-0316	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Advertising Agency Services	<b>Date Published</b>	12-Oct-2017
<b>Approved Budget for the Contract:</b>	PHP 55,000.00	<b>Last Updated / Time</b>	12-Oct-2017 00:00 AM
<b>Delivery Period:</b>	15 Day/s	<b>Closing Date / Time</b>	16-Oct-2017 17:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Maria Alma O Almazan Administrative Officer III #351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 almaalmazan@yahoo.com.ph		

#### Description

TERMS OF REFERENCE  
 GENERAL SERVICES WORKS & SERVICES  
 Department of tourism

A. Supply and installation of Various Building Signage.  
 Reference: Scope of work/Deliverables:

#### 1. Signage for Staircase

- a. Supply and Installation of seven (7) Staircase signage.
- b. Luminous White Acrylic paint / Luminous Vinyl White Sticker.
- c. Signage measure is 30cm x 30cm and 1/8" thk black acrylic mounting plate for a professional look, with 4 mounting holes.
- d. Signage provides clear stairwell identification with a vital route information to guide occupants and fire fighter in case of emergency.

#### 2. Signage for Lobby

- a. Supply and Installation of six (6) Staircase signage.

- b. Luminous White Acrylic paint / Luminous Vinyl White Sticker.
- c. Signage measure is 30cm x 30cm and 1/8" thk black acrylic mounting plate for a professional look, with 4 mounting holes.
- d. Signage provides clear stairwell identification and designated office directory (replaceable with sliding slot) with a vital route information to guide occupants/visitors and fire fighter in case of emergency.

### 3. Parking Signage

- a. Supply and Installation of parking Signage (33 sets).
- b. Luminous White Acrylic paint / Luminous Vinyl White Sticker.
- c. Signage measure is 50cm (w) x 15cm (h) and 1/8" thk black acrylic mounting plate for a professional look, with 4 mounting holes.
- d. Signage provides clear Directory for the assigned signage for the officials.

Estimated Budgetary Cost: Php 55,000.00

Payment procedure: Government procedure

All works must be inspect by the supplier/bidder/contractor are advised to inspect the site prior to the delivery of works/goods and service required.

Aggregate bid for all the goods and service requirement preferred.

#### Contact Details:

Engr. Noel E. Villamayor and Mr. Rolando A. Bautista  
General Services Division  
Department of Tourism  
Tel No: 459-5200 to 30 local 110  
Telefax: 890-0189

Deadline of Submission: October 16, 2017 5:00 pm

Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.

Note: The winning bid shall be determined based on the proposal with the most advantageous financial package cost provided that the amount of the bid does not exceed the above total budget.

Kindly submit your quotation for the purchase of the above requirement, indicating our Solicitation Number & Company Name in a sealed envelope, addressed to Ms. Maria Alma Almazan at DOT Bldg., 4th Floor, 351 Sen. Gil Puyat Avenue, Makati City

#### PLEASE SUBMIT THE FOLLOWING DOCUMENTS:

1. Current Mayor's/Business Permit
2. Philgeps Registration Number
3. Latest Income/Business Tax Return
4. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

**Created by** Maria Alma O Almazan

**Date Created** 11-Oct-2017

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