



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10975763
Procuring Entity BASES CONVERSION AND DEVELOPMENT AUTHORITY - MAIN
Title Procurement of PR-0000656 for the Special Media Partnership Package for SCI-Japan Forum
Area of Delivery Metro Manila

From : 06/22/24
To : 06/28/24
By : Ursula Arandela

Solicitation Number:	BG2024-118-1463	Status	Pending
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	0
Category:	Advertising Agency Services	Date Published	22/06/2024
Approved Budget for the Contract:	PHP 1,000,000.00	Last Updated / Time	21/06/2024 13:21 PM
Delivery Period:	60 Day/s	Closing Date / Time	28/06/2024 17:00 PM
Client Agency:			
Contact Person:	Ursula N Arandela Procurement Clerk BCDA Corporate Center 2nd Floor, Bonifacio Technology Center, 31st St., 2nd Ave. Bonifacio Global City, Taguig City Metro Manila Philippines 1634 63-2-5751784 63-2-5751785 unarandela@bcda.gov.ph		

Description

Date : 22 June 2024
PR #: PR0000656

Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:
 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No.
 2) Send the said quotation/s to BCDA or fax the same at no. 8575-1785 not later than 28 June 2024.
 3) Quotation/s submitted after the set deadline indicated in item no. 2 shall not be accepted/considered.
 4) The quotation/proposal shall be properly signed by the authorized representative and/or the immediate supervisor.

BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s as may be considered most advantageous to the govt., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.

1.) 1 - LOT - EXHIBIT MATERIALS (SEE ATTACHED TOR)

Special Media Partnership package for SCI-Japan

1. Speaking Engagement and Network Expansion

- Invitation as one of the panel speakers at a forum
- At least four passes to a networking reception
- Provision of an exhibition booth space or networking spaces (with tables, chairs, and company name for business meetings and space for marketing collaterals like pull-up banners, brochures, etc.)

2. Marketing and Advertising/Promotions

- Publication of a print article based on the topic presented during the panel discussions.
- Online publication on an article based on the topic presented during the panel discussion for a period of 12 months
- Company logo inclusion on event collaterals (e.g. website, backdrop, print advertisement, event posters, event announcements, title slides, post-event report, among others)

3. Other inclusion

- Sponsor questionnaire and document links on the viewing page
- Provision of lead information (from registered participants)
- Minimum of ten (10) complimentary printed newspaper where the article will be published
- Access to presentations and recording of the event (as needed)

4. Other Requirement

- Primary audience - Japanese business groups/C-suite officials

Total ABC: PhP1,000,000.00/ USD 17,100.00

Inclusive of all Applicable Taxes, Fees, Exchange Rates and Incidental Charges

Note: Please Note that the FINAL AMOUNT will be in US Dollars and should not exceed more than PhP1,000,000.00. Payment will be based on the PREVAILING EXCHANGE RATE at the DATE of the SUBMITTED QUOTATION and will be made after sixty (60) days from full delivery of services

Prospective Suppliers who will bid above the ABC will be DISQUALIFIED

Bidders/Suppliers are required to submit the following Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
- 2) PhilGEPS Registration No.
- 3) Notarized Omnibus Sworn Statement and Proof of Authorization (e.g., Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)
- 4) Business/Income Tax Return (If the ABC is above 500k)
- 5) BIR Certificate of Registration (BIR Form 2303)

NOTE:

A) Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning bidder/supplier must submit the notarized Omnibus Sworn Statement (OSS) within 3 calendar days upon notification of Notice of Award. Noncompliance on the timely submission of OSS is a ground for disqualification.

B) Suppliers who have previously submitted the above documentary requirements may no longer require its re-submission except for the Omnibus Sworn Statement.

Delivery Address: BCDA 2nd Floor Bonifacio Technology Center, 31st St., corner 2nd ave BGC Taguig City

Other Information

Please fax quotation together with your PhilGEPS Registration, BIR Registration, Mayor's Permit and Omnibus Sworn Statement, to 575-1785 or submit to BCDA Reception Area, 2/F Bonifacio Technology Center, 31st St. Corner 2nd ave, Bonifacio Global City, Taguig City.

Bids should be inclusive of all applicable taxes and any other fees.

Bids over the approved budget for the contract shall be automatically disqualified.

The contract shall be awarded to the supplier with the Lowest Calculated Bid during the evaluation procedure.

(You may use the attached pro-forma RFQ-Request for Quotation and Omnibus Sworn Statement found in Associated Components)

BCDA reserves the right to accept and reject any or all of the quotations received formally, waive minor defects in forms and requirements, or to accept quotations/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.

TERMS AND CONDITIONS:

Payment: Thirty (30) working days
Delivery: Calendar days (please specify)
Validity of price: One (1) month

Look for Ms. Ursula Arandela at tel. no. 575-1784/1700 or 09276687350

Created by Ursula N Arandela

Date Created 21/06/2024

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