

**Invitation to Bid for the
Printing and Production of Notebook Leather Cover
and Corporate Gift Box
ITB No. 2016-09**

1. The *Tourism Promotions Board (TPB)*, through the **Corporate Budget FY 2016**, intends to apply the sum of **One Million Two Hundred Thousand Pesos (Php 1,200,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Printing and Production of Notebook Leather and Corporate Gift Box / ITB No. 2016-09**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *TPB* now invites bids from eligible Bidders for the *printing and production of notebook leather cover and corporate gift box for VIP use and It's More Fun in the Philippines local and international campaign and corporate promotional giveaways*. Bidders should have completed, **within three (3) years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.

4. Interested bidders may obtain further information from the **Tourism Promotions Board** and inspect the Bidding Documents at the address given below from **8:00 a.m. to 5:00 p.m.**

A complete set of Bidding Documents may be acquired by interested bidders from **July 19 – August 10, 2016** at the address below and upon payment of a non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (Php 5,000.00)**.

It may also be downloaded free of charge from the website of the **Philippine Government Electronic Procurement System (PhilGEPS)** and the website of **Tourism Promotions Board**, provided that bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

The Tourism Promotions Board will hold a Pre-Bid Conference on **July 27, 2016, 3:00 p.m.** at the TPB Board Room, 4/F Legaspi Towers 300, Roxas Boulevard, Manila which shall be open only to all interested parties who have purchased the Bidding Documents.

Bids must be delivered to the address below on or before **August 11, 2016 1:30 p.m.** All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on **August 11, 2016, 2:00 p.m.** at the **Tourism Promotions Board 4th Flr. Legaspi Towers 300, Roxas Blvd., Manila**. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

5. The schedule of bid activities is as follows:

Bid Activity	Date/Time	Venue/Address
Issuance and availability of bid documents	July 19 – August 10, 2016 8:00am-5:00 p.m.	BAC Secretariat 4/F Legaspi Towers 300, Roxas Boulevard Manila
Pre-Bid Conference	July 27, 2016 3:00 p.m.	TPB Board Room 4/F Legaspi Towers 300, Roxas Boulevard Manila
Submission of Eligibility Requirements, Technical and Financial Proposals	August 11, 2016 up to 1:30 p.m. only	BAC Secretariat 4/F Legaspi Towers 300, Roxas Boulevard Manila
Opening of Bids (includes eligibility checking)	August 11, 2016 2:00 p.m.	TPB Board Room 4/F Legaspi Towers 300, Roxas Boulevard Manila

8. The **Tourism Promotions Board** reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

*BAC Secretariat
Tourism Promotions Board
4/th Floor Legaspi Towers 300, Roxas Boulevard, Manila
Tel. Nos. 02-525-7312/02 525-9318 loc. 214/215
Email at bac_sec@tpb.gov.ph
Fax No. 02-526-5971
www.tpb.gov.ph*

July 18, 2016

ATTY. VENANCIO C. MANUEL III
Chairperson
Bids and Awards Committee