

# **TPB MEMBERSHIP PROGRAM**

## **SCOPE OF SERVICES / TECHNICAL SPECIFICATIONS PRODUCTION OF MARKETING COLLATERALS**

### **BACKGROUND**

The Tourism Promotions Board (TPB), as the marketing and promotional arm of the Department of Tourism (DOT), is implementing the Membership Program in strategic partnership with private stakeholders directly related to tourism. Entities, groups and individuals that are accredited by the DOT shall automatically qualify as TPB member and are entitled to limited benefits/services offered by the program

Pursuant to Section 48 (a) of R.A. 9593, “the TPB shall be open for membership to entities, groups and individuals with economic, social or cultural interest in travel trade directly related to accommodation, transport services and tour operations, MICE and other activities related to Philippine tourism.

Thus, Membership to the TPB represents the various components of the tourism industry: entities, groups, and individuals with direct economic, social, and cultural interest in the tourism industry. To date, the Program has already enlisted thirty-three (33) members.

In this regard, the TPB Membership Program shall be directed towards the following:

- To encourage strong collaboration and partnership with private sector and tourism stakeholders in marketing the Philippines as a premier tourist destination as well as promoting the country as a center for international meetings, incentives, conventions, exhibitions, sports, medical tourism and other special events;
- To provide a platform to build business, insights, network and brand for its members;
- To support DOT’s accreditation program by motivating stakeholders to maintain and improve the quality of their property’s facilities and services;
- To professionalize the tourism industry through improved reputation, greater customer satisfaction, and effective management; and
- To generate recurring and ever-growing revenue stream for PTPB.

In view of the above, the TPB Membership Program is in need of supplier/s that will produce marketing collaterals, as specified below:

**SCOPE OF SERVICES / TECHNICAL SPECIFICATIONS**

A. LOT 1

Type	Carry-on (cabin size) Luggage
Color	Black and Dark Blue
Size	56cm x 36 cm x 23 cm (22 inches x 14 inches x 9 inches (including all handles and wheels)
Weight	At least 3 kilos
Capacity	36 Liters
Material	Polycarbonate ABS and Nylon Lining
Casing	Hard case
Handle	Top and side grab handles  Telescoping lock handles
Compartment	Dual compartments with elasticized cross straps  Expandable
Wheel	Omni directional wheels
Lock	TSA approved locks  Full zip closure
Body Surface	Glossy, Ribbed Aluminum Frame
Design	Please see attached layout design (TPB To provide supplier).
Other Requirements	Please submit similar sample/s of carry-on luggage based on the approved specifications and design;

	<p>Sample submitted must be of similar representation of the items to be delivered and will be used as basis for the bid evaluation</p> <p>Failure to submit/present similar sample based on the above specification will not be considered and will be disqualified.</p>
Delivery Period and Schedule	<p>Initial Delivery: January 9, 2020 – 60 pieces per color</p> <p>Final Delivery: January 30, 2020 – 65 pieces per color</p>
Quantity	<p>Total of 250 pieces</p> <p>125 pieces per color</p>

**APPROVED BUDGET FOR THE CONTRACT (ABC)**

**NINE HUNDRED THIRTY-SEVEN THOUSAND FIVE HUNDRED PESOS (PhP937,500.00)** inclusive of all applicable taxes.

**TERMS OF PAYMENT**

Full payment after complete delivery and upon submission of the billing statement.

**B. LOT 2**

Type	Collared shirts
Size	XS-S-M-L-XL-2XL-3XL
Material	Honeycomb
Color	Old Rose and Turquoise
Design	Please see attached layout design (TPB To provide supplier).
Other Requirements	<p>Please submit similar sample/s based on the approved specifications and design;</p> <p>Sample submitted must be of similar representation of the</p>

	<p>items to be delivered and will be used as basis for the bid evaluation</p> <p>Failure to submit/present similar sample based on the above specification will not be considered and will be disqualified.</p>
Delivery Period and Schedule	<p>Initial Delivery: January 9, 2020</p> <p><u>300 pieces</u></p> <p>XS – 25 S – 75 M – 75 L – 75 XL – 25 2XL – 12 3XL - 13</p> <p>Final Delivery: January 30, 2020</p> <p><u>300 pieces</u></p> <p>XS – 25 S – 75 M – 75 L – 75 XL – 25 2XL – 13 3XL - 12</p>
Quantity	<p><u>Total of 600 pieces</u></p> <p>300 per color</p> <p>XS - 50 S – 150 M - 150 L – 150 XL – 50 2XL – 25 3XL - 25</p>

**APPROVED BUDGET FOR THE CONTRACT (ABC)**

**THREE HUNDRED THOUSAND PESOS (Php300,000.00)** inclusive of all applicable taxes.

## **TERMS OF PAYMENT**

Full payment after complete delivery and upon submission of the billing statement.

### **C. LOT 3**

Type	Reversible Corporate Jacket
Size	XS-S-M-L-XL-2XL-3XL (Supplier to provide samples)
Material	Brushed Twill
Color	Black and Khaki
Design	Please see attached layout design (TPB To provide supplier).
Other Requirements	<p>Please submit similar sample/s based on the approved specifications and design;</p> <p>Sample submitted must be of similar representation of the items to be delivered and will be used as basis for the bid evaluation</p> <p>Failure to submit/present similar sample based on the above specification will not be considered and will be disqualified.</p>
Delivery Period and Schedule	<p>Initial Delivery: January 9, 2020</p> <p><u>150 pieces</u></p> <p>XS -13</p> <p>S – 40</p> <p>M – 40</p> <p>L – 40</p> <p>XL – 12</p> <p>2XL -3</p> <p>3XL - 2</p> <p>Final Delivery: January 30, 2020</p> <p><u>150 pieces</u></p> <p>XS -13</p> <p>S – 40</p>

	M – 40 L – 40 XL – 12 2XL -3 3XL - 2
Quantity	<u>Total of 300 pieces</u> XS – 26 S – 80 M- 80 L – 80 XL – 24 2XL –5 3XL - 5

**APPROVED BUDGET FOR THE CONTRACT (ABC)**

**SIX HUNDRED THOUSAND PESOS (Php600,000.00)** inclusive of all applicable taxes.

**TERMS OF PAYMENT**

Full payment after complete delivery and upon submission of the billing statement.

D. LOT 4

Type	Luggage Tag (Bag Tag)
Size	W6.8 cm x H11.3 cm (outer) H9.5 cm x W6 cm (inner)
Material	Leather
Color	Tawny
Design	Please see attached layout design (TPB To provide supplier).
Other Requirements	Please submit similar sample/s based on the approved specifications and design;

	<p>Sample submitted must be of similar representation of the items to be delivered and will be used as basis for the bid evaluation</p> <p>Failure to submit/present similar sample based on the above specification will not be considered and will be disqualified.</p>
Delivery Period and Schedule	<p>Initial Delivery: January 9, 2020</p> <p>Final Delivery: January 30, 2020</p>
Quantity	350 pieces

**APPROVED BUDGET FOR THE CONTRACT (ABC)**

**ONE HUNDRED TWENTY-TWO THOUSAND FIVE HUNDRED PESOS (Php122,500.00)** inclusive of all applicable taxes.

**TERMS OF PAYMENT**

Full payment after complete delivery and upon submission of the billing statement.

D. LOT 5

Type	Passport Sleeves
Spread	8" width x 5.5" length
Folded	Approximately 4" width
Pocket	<p>Curved pocket:</p> <p>1.5" Shortest (middle)</p> <p>2" longest (edge)</p>
Material	Leather
Color	Mahogany, Copper, Teal and Burgundy
Design	Please see attached layout design (TPB To provide supplier).

Other Requirements	<p>Please submit similar sample/s based on the approved specifications and design;</p> <p>Sample submitted must be of similar representation of the items to be delivered and will be used as basis for the bid evaluation</p> <p>Failure to submit/present similar sample based on the above specification will not be considered and will be disqualified.</p>
Delivery Period and Schedule	<p>Initial Delivery: January 9, 2020 - 50 pieces per color</p> <p>Final Delivery: January 30, 2020 – 50 pieces per color</p>
Quantity	<p><u>Total of 400 pieces</u></p> <p>100 pieces per color</p>

**APPROVED BUDGET FOR THE CONTRACT (ABC)**

**ONE HUNDRED FORTY THOUSAND PESOS (PhP140,000.00)** inclusive of all applicable taxes.

**TERMS OF PAYMENT**

Full payment after complete delivery and upon submission of the billing statement.