

Standard Form Number: SF-GOOD-30
Revised on: MAY 24, 2004

29 July 2020

SUPPLEMENTAL/BID BULLETIN NO. 2020-041

This Supplemental/Bid Bulletin No. 2020-041 is issued to modify or amend items in the Bidding Documents relative to the Request for Expression of Interests (REI) No. 2020-007 for the requirements *“Services of a Creative Agency for the Philippines Tourism Industry Campaigns”* as follows:

ITEM NUMBER	SPECIFICATION		
		FROM	TO
1	Pre-Bid Conference	30 July 2020 10:30am Zoom Meeting Only the shortlisted bidders shall be provided with the link to the virtual meeting Please email the BAC secretariat for the names and email address of your representatives once the notice is received	6 August July 2020 9:30am Zoom Meeting Only the shortlisted bidders shall be provided with the link to the virtual meeting Please email the BAC secretariat for the names and email address of your representatives once the notice is received

2.	Submission of Bids	<p>Each Bidder shall submit one (1) original and two (2) copies of the Technical and Financial Documents with all section separated by dividers and properly labeled/tabs.</p> <p>THE FOLLOWING ARE ENCLOSED IN THE MAIN ENVELOPE</p> <p>1ST Envelope (marked as “ORIGINAL”) Technical Envelope (marked as “Original”) Financial Envelope (marked as “Original”)</p> <p>2nd Envelope (marked as “COPY 1”) Technical Envelope (marked as “Copy 1”) Financial Envelope (marked as “Copy 1”)</p> <p>3rd Envelope (marked as “COPY 2”) Technical Envelope (marked as “Copy 2”) Financial Envelope (marked as “Copy 2”).</p> <p><i>The Main Envelope shall bear the Lot and the Title of the Project.</i></p> <p><i>Lot 1 – Domestic Tourism Welcome Back Campaign</i> <i>Lot 2 – The New Normal for Travelling Campaign</i></p>	<p>1.The Technical and Financial Documents must be submitted separately in compressed archive folders, with the link sent by email to bac_sec@tpb.gov.ph on or before 19 August 2020, 9:00am</p> <p>2.The folders must be password-protected, and passwords will only be sent to the above- mentioned email address only upon the request of the presiding BAC representative during the bid opening meeting.</p> <p>3.The subject title of the e-mail must be in this format: Technical Documents_<Project Title> Financial Documents_<Project Title></p> <p>4. Filename for the content of the technical proposal shall be as follows:</p> <ol style="list-style-type: none"> a. TPF1. Cover Letter of the Technical Proposal b. Bid Security c. TPF2. Consultants References d. TPF3. Comments and Suggestions of Consultant on the Terms of Reference and on Data, Services, and Facilities to be Provided by the Procuring Entity e. TPF4. Description of the Methodology and Work Plan for Performing the Project f. TPF5. Team Composition and Task
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			<ul style="list-style-type: none"> g. TPF6. Format of Curriculum Vitae (CV) for Proposed Professional Staff h. TPF7. Time Schedule for Professional Personnel i. TPF8. Activity (Work) Schedule. j. Sworn Statement <p>4. Filename for the content of the Financial Proposal shall be as follows:</p> <ul style="list-style-type: none"> a. FPF 1. Financial Proposal Submission b. FPF 2. Summary c. FPF 3. Breakdown of Price per Activity, d. FPF 4. Breakdown of Remuneration per Activity, e. FPF 5. Reimbursable per Activity f. FPF 6. Miscellaneous Expenses
3.	Place of Submission of Bids	<p><i>BAC Secretariat</i></p> <p><i>TourismPromotions Board, 4th Floor, Legaspi Towers 300, Roxas Boulevard, Manila</i></p>	<p>Email to: bac_sec@tpb.gov.ph</p> <p>The timestamp as reflected on the BAC Secretariats' official email shall be the basis of the official time the documents are received. The BAC Secretariat shall generate an email response confirming the time and date of receipt of the links to the financial and technical proposals.</p>

4.	Opening of Bids	<p>12 August 2020 10:30am</p> <p>Zoom Meeting</p> <p>Link will be provided to shortlisted bidders who submitted the bid on or before the deadline set forth in the bidding documents</p> <p>Please email the BAC secretariat for the names and email address of your representatives once the bid is duly acknowledge by the Secretariat or the TPB Guard on Duty</p>	<p>19 August 2020 9:30am</p> <p>Zoom Meeting</p> <p>Link will be provided to shortlisted bidders who submitted the bid on or before 19 August 2019, 9:00am</p> <p>Please email the BAC secretariat for the names and email address of your representatives once the bid submission is duly acknowledge by the BAC Secretariat</p>
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For guidance and information of all concerned.

(Sgd.)
ATY. VENANCIO C. MANUEL III
 Chairperson
 Bids and Awards Committee

Received by the Bidder:

Date: _____