

Bids and Awards Committee

**SUPPLEMENTAL/BID BULLETIN
ADDENDUM NO. 2020-061**

Project Title:

Booth Set-Up for Tourism Promotions Board Philippines Pavilion for Philippine Travel Mart (ITB No. 2020-042)

In reference to the Pre Bid Conference held last November 11, 2020, this Bid Bulletin No. 2020-061 dated November 13, 2020 is issued to clarify, modify or amend items in the Bidding Documents, accordingly, this shall form an integral part of the Bidding Documents:

ORIGINAL SPECIFICATIONS			NEW SPECIFICATIONS		
Technical Specifications			Technical Specifications		
<p>Note: Bidders must state either “Comply” or “Not Comply” in the column “Statement of Compliance” against each of the individual parameters of each Specification:</p>			<p>Note: Bidders must state either “Comply” or “Not Comply” in the column “Statement of Compliance” against each of the individual parameters of each Specification:</p>		
Item	Specification	Statement of Compliance Bidders must state here either “Comply” or “Not Comply”	Item	Specification	Statement of Compliance Bidders must state here either “Comply” or “Not Comply”
1	<p>BOOTH SET-UP FOR THE TOURISM PROMOTIONS BOARD PHILIPPINES PAVILION AT THE 31ST PHILIPPINE TRAVEL MART DECEMBER 4 TO 6, 2020 Megatrade Hall, SM Mega Mall</p>		1	<p>BOOTH SET-UP FOR THE TOURISM PROMOTIONS BOARD PHILIPPINES PAVILION AT THE 31ST PHILIPPINE TRAVEL MART DECEMBER 4 TO 6, 2020 Megatrade Hall, SM Mega Mall</p>	

	<p>Size of the Pavilion : Booth Area = 54 square meters (9x6m) Placement : See attached layout Inspiration : sustainable and Inclusive Tourism through Digital Technology Theme : Fun Philippines Tourism, Reboot Budget for Construction : Php1,500,000.00</p>			<p>Size of the Pavilion : Booth Area = 54 square meters (9x6m) Placement : See attached layout Inspiration : sustainable and Inclusive Tourism through Digital Technology Theme : Fun Philippines Tourism, Reboot Budget for Construction : Php1,500,000.00</p>	
"	<p>Purpose/Objectives The Tourism Promotions Board Philippines is in need of the services of a company engaged in the business of setting-up booths for travel and consumer fairs for the Philippine Travel Mart (PTM) 2020. The set-up of the aforementioned booth aims to attain the following objectives:</p> <ol style="list-style-type: none"> 1. Generate positive "name recall" and interest on local tourist destinations for the domestic market; 2. Create an atmosphere that supports the country's branding 		"	<p>Purpose/Objectives The Tourism Promotions Board Philippines is in need of the services of a company engaged in the business of setting-up booths for travel and consumer fairs for the Philippine Travel Mart (PTM) 2020. The set-up of the aforementioned booth aims to attain the following objectives:</p> <ol style="list-style-type: none"> 1. Generate positive "name recall" and interest on local tourist destinations for the domestic market; 2. Create an atmosphere that supports the country's branding 	

TOURISM PROMOTIONS BOARD PHILIPPINES

	<p>campaign, “It’s More Fun in the Philippines”;</p> <p>3. Attract and encourage consumer, press and travel trade guests to visit the Philippine booth;</p> <p>4. Provide a highly functional and interactive yet visually appealing area for provision of Philippine tourism information, product updates, audio visual presentations, table top business meetings, and other animation activities.</p> <p>To be able to achieve the above-mentioned objectives, bidders shall submit a proposed plan and layout for the aforementioned stand.</p>				<p>campaign, “It’s More Fun in the Philippines”;</p> <p>3. Attract and encourage consumer, press and travel trade guests to visit the Philippine booth;</p> <p>4. Provide a highly functional and interactive yet visually appealing area for provision of Philippine tourism information, product updates, audio visual presentations, table top business meetings, and other animation activities.</p> <p>To be able to achieve the above-mentioned objectives, bidders shall submit a proposed plan and layout for the aforementioned stand.</p>	
III	<p>Additional Technical Eligibility Requirements:</p> <p>1. Must be legally registered exhibition and event services company under Philippine laws for 5 years;</p> <p>2. Must specialize in the setting-up of special design booths;</p> <p>3. Must have previously completed a minimum of 5 projects for the past 5 years’ in providing/ servicing the setting-up of large-scale events, particularly in tourism trade fairs for National Government Agencies (NGAs), Local</p>			III	<p>Additional Technical Eligibility Requirements:</p> <p>1. Must be legally registered exhibition and event services company under Philippine laws for 5 years;</p> <p>2. Must specialize in the setting-up of special design booths;</p> <p>3. Must have previously completed a minimum of 5 projects for the past 5 years’ in providing/ servicing the setting-up of large-scale events, particularly in tourism trade fairs for National Government Agencies (NGAs), Local</p>	

TOURISM PROMOTIONS BOARD PHILIPPINES

	Government Units (LGUs) and/or Private Agencies, institutions or Organizations 4. Must be accredited by the event organizer				Government Units (LGUs) and/or Private Agencies, institutions or Organizations 4. Must be accredited by the event organizer	
IV	<p>IV. Scope of Work</p> <p>1. The TPB Booth should have the following:</p> <ul style="list-style-type: none"> • 1 General Reception Area • 1 Business Development/Discussion Area • Provide latest technical methods for visualization of a realistic view of destinations in each region and create a limitless imagination that can be utilized as a selling tool by the end user <ul style="list-style-type: none"> • E-games and e-activities including electronic raffle using QR Code upon registration • Wi-fi connection ready for the live feed activation game to be conducted by TPB 		IV	<p>IV. Scope of Work</p> <p>1. The TPB Booth should have the following:</p> <ul style="list-style-type: none"> • 1 General Reception Area • 1 Business Development/Discussion Area • Provide latest creative and technical methods for visualization of a realistic view of destinations in each region. The end result is visually striking, almost magical effect, to create limitless imagination and experience that can be utilized as a selling tool by the end user (TPB). To create the visual experience, the bidder must inject the following factors: content, projection hardware, surface, mapping and audio. <ul style="list-style-type: none"> • E-games and e-activities including electronic raffle using QR Code upon registration • Wi-fi connection ready for the live feed activation game to be conducted by TPB 		

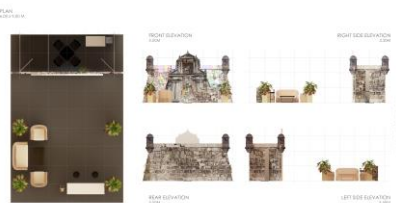
TOURISM PROMOTIONS BOARD PHILIPPINES

- Storage area for TPB and mess hall, minimum of 9 square meters
- Booth design will be provided by TPB

- Storage area for TPB and mess hall, minimum of 9 square meters
- Booth design will be provided by TPB. However, the bidder shall provide the structure rendition of the design to ensure the soundness, feasibility and accuracy of the design to the booth space, location and its environment, subject to the approval of the end-user (TPB).



PERSPECTIVE VIEWS



PLANS & ELEVATIONS

email at bac_sec@tpb.gov.ph
[/soc_torres@tpb.gov.ph](mailto:soc_torres@tpb.gov.ph)
 for a copy of Design.

TOURISM PROMOTIONS BOARD PHILIPPINES

4th Floor, Legaspi Towers 300, Roxas Boulevard corner P. Ocampo, Sr. St., Malate, Manila 1004 Philippines
 Tel: +63 2 8525.9318 to 27 • Fax: +63 2 8521.6165 / 8525.3314 • Email: info@tpb.gov.ph • Website: www.tpb.gov.ph

	<p>2. General Booth Theme: It's More Fun in the Philippines or the proposed campaign banner of TPB.</p> <p>3. Design and materials should be minimalist inspired, with open space for entertainment but social distancing should be observed. Materials to be used should be recyclable and reusable</p> <p>4. Specific Stand Requirements:</p> <p>a. Stand Construction inclusive of walls with images of featured destination, storage, lockers for personal belongings, mess hall, technical room, animation area and presentation area</p> <p>b. Provide an activity at the center of the TPB Booth for the show and presentation.</p> <p>c. Printing of appropriate visuals, interior decor as appropriate, fresh plants and flowers, appropriate lighting to visualized the presentation accordingly, convey a tropical island setting and other decorative elements following the general theme as a tropical destination</p> <p>d. Carpeted flooring to cover the electrical wiring and connections</p> <p>e. Main information Counter should have the following:</p>				<p>2. General Booth Theme: It's More Fun in the Philippines or the proposed campaign banner of TPB.</p> <p>3. Design and materials should be minimalist inspired, with open space for entertainment but social distancing should be observed. Materials to be used should be recyclable and reusable</p> <p>4. Specific Stand Requirements:</p> <p>a. Stand Construction inclusive of walls with images of featured destination, storage, lockers for personal belongings, mess hall, technical room, animation area and presentation area</p> <p>b. Provide an activity at the center of the TPB Booth for the show and presentation.</p> <p>c. Printing of appropriate visuals, interior decor as appropriate, fresh plants and flowers, appropriate lighting to visualized the presentation accordingly, convey a tropical island setting and other decorative elements following the general theme as a tropical destination</p> <p>d. Carpeted flooring to cover the electrical wiring and connections</p> <p>e. Main information Counter should have the following: at least 2 chairs, power</p>	
--	---	--	--	--	--	--

TOURISM PROMOTIONS BOARD PHILIPPINES

	<p>at least 2 chairs, power outlet, lockable cabinets, brochure racks, exhibitor directory and stand layout, appropriate visuals and accessories</p> <p>f. General and VIP reception areas should have the following: lounge chairs, center table, fresh flower arrangements, appropriate lighting and accessories</p> <p>g. Furniture should fit the “It’s More Fun in the Philippines” setting and conform to the recommended layout by bidding company to include counters, tables, chairs, etc.</p> <p>h. All exhibition venue connections ad fees (ample supply of electricity, suspensions and permits)</p> <p>i. Sufficient power outlets and lighting, to include one for the activity area</p> <p>j. Drinking water dispenser with refill</p> <p>k. Other accessories needed to achieve the desired theme</p> <p>l. Stand construction and dismantling supervision and stand maintenance for the duration of the fair</p> <p>m. Internet connection subscription at the stand using the official PTM service provider (accessible by the TPB staff/guests; minimum of 6 devices)</p>			<p>outlet, lockable cabinets, brochure racks, bamboo foot press alcohol dispenser stand, exhibitor directory and stand layout, appropriate visuals and accessories</p> <p>f. General and VIP reception areas should have the following: lounge chairs, center table, fresh flower arrangements, appropriate lighting and accessories</p> <p>g. Furniture should fit the “It’s More Fun in the Philippines” setting and conform to the recommended layout by bidding company to include counters, tables, chairs, etc.</p> <p>h. All exhibition venue connections ad fees (ample supply of electricity, suspensions and permits)</p> <p>i. Sufficient power outlets and lighting, to include one for the activity area</p> <p>j. Drinking water dispenser with refill</p> <p>k. Other accessories needed to achieve the desired theme</p> <p>l. Stand construction and dismantling supervision and stand maintenance for the duration of the fair</p> <p>m. Internet connection subscription at the stand using the official PTM service provider (accessible by the TPB staff/guests; minimum of 6 devices)</p> <p>n. Company signage/logos</p>	
--	---	--	--	--	--

TOURISM PROMOTIONS BOARD PHILIPPINES

	<p>n. Company signage/logos</p> <p>5. Setting-up and installation of the aforementioned booth while strictly following the rules and regulations set by the fair/event organizers; Provision of a point person during the course of the event for immediate concerns relative to the booth set up and design</p> <p>6. Dismantling inclusive of storage/disposal of the aforementioned booths/parts and egress on the dates designated by the event organizers.</p> <p>7. Inclusive of management fee in the contract, if applicable.</p>				<p>5. Setting-up and installation of the aforementioned booth while strictly following the rules and regulations set by the fair/event organizers; Provision of a point person during the course of the event for immediate concerns relative to the booth set up and design</p> <p>6. Dismantling inclusive of storage/disposal of the aforementioned booths/parts and egress on the dates designated by the event organizers.</p> <p>7. Inclusive of management fee in the contract, if applicable.</p>	
v	<p>Approved Budget for the Contract</p> <p>The ABC is One Million Five Hundred Thousand Pesos (Php1,500,000.00) inclusive of applicable taxes and fees.</p> <p>Bidder should submit the breakdown of the proposed construction cost detailing materials used (rental and/or outright purchase)</p>			v	<p>Approved Budget for the Contract</p> <p>The ABC is One Million Five Hundred Thousand Pesos (Php1,500,000.00) inclusive of applicable taxes and fees.</p> <p>Bidder should submit the breakdown of the proposed construction cost detailing materials used (rental and/or outright purchase)</p>	
vi	<p>Terms of Payment</p> <p>Payment will be on send-bill arrangement. Full payment upon completion of the requirements stipulated in the technical specifications.</p>			vi	<p>Terms of Payment</p> <p>Payment will be on send-bill arrangement. Full payment upon completion of the requirements stipulated in the technical specifications.</p>	
vii	<p>Bids must be delivered to the address below on or before</p>			vii	<p>Bids must be delivered to the address below on or before</p>	

TOURISM PROMOTIONS BOARD PHILIPPINES

November 23, 2020, 2:00 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 12.1.

ADDRESS:
Tourism Promotions Board
4th Floor Legaspi Towers 300,
Roxas Boulevard, Manila

In case of electronic bid submission, the Bidders shall submit their bids in two (2) password-protected compressed archive folders, one each for "Technical Documents" and "Financial Documents", based on the attached guidelines.

Email at bac_sec@tpb.gov.ph
[/soc_torres@tpb.gov.ph](mailto:soc_torres@tpb.gov.ph)
www.tpb.gov.ph

November 23, 2020, 2:00 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 12.1.

ADDRESS:
Tourism Promotions Board
4th Floor Legaspi Towers 300,
Roxas Boulevard, Manila

In case of electronic bid submission, the Bidders shall submit their bids in two (2) password-protected compressed archive folders, one each for "Technical Documents" and "Financial Documents", based on the attached guidelines.

Email at bac_sec@tpb.gov.ph
[/soc_torres@tpb.gov.ph](mailto:soc_torres@tpb.gov.ph)
www.tpb.gov.ph

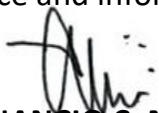

I hereby certify to comply with all the above Technical Specifications.

Name of Company Signature over Printed Name Date
 of the Authorized Representative

I hereby certify to comply with all the above Technical Specifications.

Name of Company Signature over Printed Name Date
 of the Authorized Representative

For guidance and information of all concerned.


ATTY. VENANCIO C. MANUEL III
Chairperson, Bids and Awards Committee
November 13, 2020 

Received by:

Date