

TERMS OF REFERENCE

PRINTING AND PRODUCTION OF LAMINATED BAGS FOR EXPO 2020 DUBAI

I. PURPOSE / OBJECTIVES

The Tourism Promotions Board (TPB) Philippines is in need of the services of a company engaged in the business of printing and production of laminated bags for distribution during the Philippines Participations to 2020 Dubai Expo to be held in 01 October 2021 – 31 March 2022 at Dubai, United Arab Emirates.

II. DELIVERABLES:

5,000 pcs of laminated bags

III. Specifications

- a. Size
 - Bag – 50.00 cm (w) x 40.00 cm (h) x 13.00 cm (thickness)
 - Handle – 58.00 cm (length) x 3.00 – 4.00 cm width
- b. Color Requirement: Full color printing
- c. Material Preference:
 - Bag – Laminated non-woven cloth (as per TPB actual sample)
 - Handle and piping – Nylon strap /color: close to PANTONE 563 C
- d. Printing Process: Digital full color printing with matte lamination

IV. BUDGET : Php 750,000.00

V. TIMELINE:

60 calendar days upon approval of final sample and receipt of Notice to Proceed (NTP)

VI. TERMS OF PAYMENT

100% upon acceptance of the deliverables

VII. ELIGIBILITY REQUIREMENTS /QUALIFICATION OF BIDDERS:

- Corporate Giveaways suppliers
- 3 year operational company experience
- Legal document requirements (normally required by PGSD/Admin)
 - Philgeps Registration Certificate
 - BIR Certificate of Registration
 - Mayor's / Business Permit
 - Omnibus Sworn Statement

- Company profile (for new bidder)

Other Requirements:

- Layout to be supplied by Client
- Prospective bidders should submit the actual sample of bag as specified in the above specification during submission of bid.
- Failure to submit/present the actual sample based on the above specification will be disqualified and will not be considered.
- Delivery package – Laminated non-woven bag will be packed in a double wall corrugated box with min./max weight of 13 to 15 kilograms.

VIII. CONTACT PERSON

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