

**REQUEST FOR EXPRESSION OF INTEREST  
(REI 2021-010)**

**Services of a Production Company or a Creative Agency to Conceptualize and Produce Travel Featurettes Showcasing Philippine Tourism Destinations and the Travel Safety Protocols**

1. The **Tourism Promotions Board**, through the **2021 Approved Corporate Operating Budget** intends to apply the sum of **Five Million Pesos Only (PhP5,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **REI 2021-010: Services of a Production Company or a Creative Agency to Conceptualize and Produce Travel Featurette Showcasing Philippine Tourism Destinations and the Travel Safety Protocols**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The **Tourism Promotions Board** now calls for the submission of eligibility documents for the **Services of a Production Company or a Creative Agency to Conceptualize and Produce Travel Featurette Showcasing Philippine Tourism Destinations and the Travel Safety Protocols**. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **07 May 2021 at 9: 30am send to bac\_sec@tpb.gov.ph**. The opening of eligibility documents is on **07 May 2021 at 10: 00am via the Zoom virtual platform**. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from the BAC Secretariat of the Tourism Promotions Board through emails **bac\_sec@tpb.gov.ph** and/or **janet\_villafranca@tpb.gov.ph**. The Secretariat will attend to your email during the office hours from 9:30am – 6:30pm.
4. A complete set of Bidding Documents may be acquired by interested Bidders on **26 April 2021 – 31 May 2021** send your request to **bac\_sec@tpb.gov.ph** and/or **janet\_villafranca@tpb.gov.ph** and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB. The cost of Bidding Documents for any lot or all lots is in the amount of **Five Thousand Pesos Only (PhP5,000.00)**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPs) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

5. The BAC shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents, and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known

as the “Government Procurement Reform Act”, and its Implementing Rules and Regulations (IRR). The short list shall consist of **five (5) prospective bidders** who will be entitled to submit bids. The criteria and rating system for short listing are:

RATING CRITERIA		% WEIGHT
<b>I.</b>	<b>APPLICABLE EXPERIENCE OF THE CONSULTANT/FIRM</b>	<b>50%</b>
A	Years active in field	20%
	3 years and above (20%)	
	Below 3 years (0%)	
B	Successfully handled similar projects (Conceptualized/directed/produced/edited video blog footage or full / complete vlogs) that have been published in reputable online sources/platforms within the last 3 years, based on submitted certification from clients showing satisfactory on delivered service.	30%
	More than three (3) related projects within the three (3) years (30%)	
	At least three (3) related projects within the last three (3) years (25%)	
	Less than three (3) related projects within the last three (3) years (0%)	
<b>II.</b>	<b>QUALIFICATION OF PERSONNEL WHO MAY BE ASSIGNED TO THE PROJECT</b>	<b>30%</b>
	Required minimum number of personnel has minimum 3 years of experience of conceptualizing/directing/ producing/editing vlogs	
	Three (3) years or more (all personnel) – 30%	
	Below three(3) years (any personnel) – 0%	
<b>III.</b>	<b>CURRENT WORKLOAD RELATIVE TO CAPACITY</b>	<b>20%</b>
	Number of ongoing projects/accounts as of 2021 being handled of similar scope and nature	
	Below five (5) projects (20%)	
	Five(5) and above projects (10%)	
	<b>TOTAL</b>	<b>100%</b>

- Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

- The Procuring Entity shall evaluate bids using the **Quality-Cost Based Evaluation/Selection (QCBE/QCBS)**. The Procuring Entity shall indicate the weights to be allocated for the Technical and Financial Proposals. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.

8. The contract shall be completed within **six (6) months** to commence from the date of the Consultant's acceptance of the Notice to Proceed until **31 December 2021**.
9. The **Tourism Promotions Board** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

*Eloisa A. Romero / Janet G. Villafranca  
BAC Secretariat, Tourism Promotions Board  
4/F Floor Legaspi Towers 300, Roxas Boulevard, Manila  
Tel. Nos. 8525-9318 loc. 273 / 8525-9318 loc. 270  
Email: bac\_sec@tpb.gov.ph/janet\_villafranca@tpb.gov.ph  
Website: ww.tpb.gov.ph*

*26 April 2021*

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