

Standard Form Number: SF-GOOD-30  
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21 May 2021

**SUPPLEMENTAL/BID BULLETIN NO. 2021 – 032**

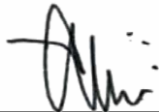
This Supplemental/Bid Bulletin No. 2021 – 32 is issued to amend and/or modify the details provided in the Request for Expression of Interest (REI) No. 2021 – 011 for the “Services of an Event Management Company for the 7<sup>th</sup> and 8<sup>th</sup> Regional Travel Fair (Hybrid – Regions VIII and IX: Eastern Visayas in June 2021 and Zamboanga Peninsula in November 2021)” as follow:

ITEM NUMBER	SPECIFICATION		
		FROM	TO
1)	To modify or amend the provided details under Section III – Bid Data Sheet re: Submission of Technical and Financial Documents.	<ul style="list-style-type: none"> <li>Date and Time of Submission: 28 May 2021 at 09:30 A.M.</li> <li>Date and Time of the Opening of Bids: 28 May 2021 at 10:00 A.M.</li> <li>Venue: Virtual Platform, Zoom <a href="https://us02web.zoom.us/j/81572712615?pwd=KzVqTEtXL2R6Qjh2disrbk9PbzdmUT09#success">https://us02web.zoom.us/j/81572712615?pwd=KzVqTEtXL2R6Qjh2disrbk9PbzdmUT09#success</a> .</li> </ul>	<ul style="list-style-type: none"> <li>Date and Time of Submission: 31 May 2021 at 09:30 A.M.</li> <li>Date and Time of the Opening of Bids: 31 May 2021 at 10:00 A.M.</li> <li>Venue: Virtual Platform, Zoom <a href="https://us02web.zoom.us/j/81572712615?pwd=KzVqTEtXL2R6Qjh2disrbk9PbzdmUT09#success">https://us02web.zoom.us/j/81572712615?pwd=KzVqTEtXL2R6Qjh2disrbk9PbzdmUT09#success</a> .</li> </ul>
		N/A	Submission of Technical and Financial Documents shall be per Lot basis.
2)	To modify or amend the provided details under Section VI – Terms of Reference re: Proposed Venue and Schedule of Activities.	<p><b>Proposed Venue and Schedule of Activities:</b></p> <ul style="list-style-type: none"> <li>Webinar and Technical Orientation on 22 June 2021;</li> <li>Business to Business Session (B2B) on 25 June 2021; and</li> <li>Business to Consumer Session (B2C) on 26 – 27 June 2021.</li> </ul>	<p><b>Proposed Venue and Schedule of Activities:</b></p> <ul style="list-style-type: none"> <li>Webinar and Technical Orientation on 30 July 2021;</li> <li>Business to Business Session (B2B) on 06 August 2021; and</li> <li>Business to Consumer Session (B2C) on 07 – 08 August 2021.</li> </ul>

3)	To modify or amend the provided details under Section VI – Terms of Reference re: Deliverables of the Project.	Invite and confirm speakers and provisions of tokens and professional fees.	Invite and confirm speakers which includes the following: <ul style="list-style-type: none"> <li>• Tokens (without carrying supplier`s company brand or logo) and courier/shipment service (subject for the approval of TPB); and</li> <li>• Professional fees or honorarium which is applicable.</li> </ul>
4)		<p><b>Technical/Logistical Requirements:</b></p> <p>Live feeds in FB and YouTube of the following for the 3-day event:</p> <ol style="list-style-type: none"> <li>LIVE FEED (real-time videos are fed in the virtual platform);</li> <li>Professional Cameramen;</li> <li>Professional Camera Set-up108;</li> <li>Monitor Set-up-with Video Switcher;</li> <li>Technical Director;</li> <li>Communication System (Cameramen to Technical Director);</li> <li>LED wall size of 9 x 12 ft. for three (3) days;</li> <li>Sounds System and lights during the event;</li> <li>Stage set-up and backdrops for RTF j. Inclusive the cost of accommodation, travel and meal expenses of the Event Management personnel assigned.</li> </ol>	<p><b>Technical/Logistical Requirements:</b></p> <p>Live feeds in FB and YouTube of the following for the 3-day event:</p> <ol style="list-style-type: none"> <li>LIVE FEED (real-time videos are fed in the virtual platform);</li> <li>At least three (3) Professional Cameramen and camera set-up;</li> <li>Professional Camera Set-up108;</li> <li>Monitor Set-up-with Video Switcher;</li> <li>Technical Director;</li> <li>Communication System (Cameramen to Technical Director);</li> <li>LED wall size of 9 x 12 ft. for three (3) days;</li> <li>Sounds System and lights during the event;</li> <li>Stage set-up and backdrops for RTF j. Inclusive the cost of accommodation, travel and meal expenses of the Event</li> </ol>

			Management personnel assigned.
5)		<p><b>Featured Local Artisans During the Business to Business Session (B2C):</b></p> <p>2. Video of featured local communities of traditional embroidery and weaving during the consumer show.</p>	<p><b>Featured Local Artisans During the Business to Business Session (B2B):</b></p> <p>2. Video of featured local communities of traditional embroidery and weaving during the consumer show shall be coordinated to TPB and DOT Regions.</p>
6)		<p><b>Publicity and Promotions of the Event in Social Media Boosting:</b></p> <p>All assigned personnel shall be followed the health protocol provided by AITF and respective LGUs rules and regulations.</p>	<p><b>Publicity and Promotions of the Event in Social Media Boosting:</b></p> <p>All assigned personnel shall be followed the health protocol provided by AITF and respective LGUs rules and regulations. Any fees and charges to be incurred shall be covered by the bidder.</p>

For guidance and information of all concerned.



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

Received by the Bidder:

\_\_\_\_\_

Date: \_\_\_\_\_