

**REQUEST FOR EXPRESSION OF INTEREST
(REI) NO. 2021-021**

**CONCEPT DEVELOPMENT AND PRODUCTION OF A MICE DESTINATION
AUDIO-VISUAL PRESENTATIONS FOR A VIRTUAL FAMILIARIZATION TOUR
EXPERIENCE FOR THE MICE +E PROGRAM**

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 2021-021: Concept Development and Production of MICE Destination Audio-Visual Presentations for a Virtual Familiarization Tour Experience for the MICE +E Program**. 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 **Concept Development and Production of MICE Destination Audio-Visual Presentations for a Virtual Familiarization Tour Experience for the MICE +E Program**. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **27 September 2021 at 1:30pm, send to bac_sec@tpb.gov.ph**. The opening of eligibility documents is on **27 September 2021 at 2:00pm 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 **17 September – 25 October 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:

CRITERIA	PERCENT WEIGHT
I. Applicable Experience of the Consultant/Consulting Firm	50%
II. Qualification of Principal and Key Personnel of the Consultant	30%
III. Current Workload Relative to Capacity	20%

The passing score to be shortlisted is 80%

- 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.
- The contract shall commence from the date of the Consultant's acceptance of the Notice to Proceed until the First Quarter of 2022.
- 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.
- 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@mis.tpb.gov.ph/bac_sec@tpb.gov.ph/janet_villafranca@tpb.gov.ph
Website: ww.tpb.gov.ph

17 September 2021


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