

**REQUEST FOR EXPRESSION OF INTEREST
(REI No. 2022-003)**

**SERVICES OF A MARKETING AGENCY TO PROVIDE A
TOURISM PROMOTIONS BOARD MARKETING
COORDINATOR FOR INDIA MARKET**

1. The **Tourism Promotions Board** through the **2022 Approved Corporate Operating Budget** intends to apply the sum of **Seven Million Five Hundred Thousand Pesos only (PHP7,500,000.00)** being the **Approved Budget for the Contract (ABC)** to payments under the contract for **REI No. 2022-003: Services of a Marketing Agency to Provide a Tourism Promotions Board Marketing Coordinator for India Market**. 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 **Services of a Marketing Agency to Provide a Tourism Promotions Board Marketing Coordinator for India Market**. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **21 April 2022 at 10:00 AM** at **BAC Secretariat, Procurement and General Services Division, Tourism Promotions Board, 4th Floor, Legaspi Towers 300, Roxas Boulevard, Manila**. The opening of the eligibility documents is on **21 April 2022, 10:30am**, the Consultant has the option to attend via the **Zoom virtual platform** or at the **Boardroom, Tourism Promotions Board, 4th Floor, Legaspi Towers 300, Roxas Boulevard, Manila**. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from **BAC Secretariat** of the **Tourism Promotions Board** through emails **bac_sec@tpb.gov.ph** and/or **janet_villafranca@tpb.gov.ph** or at the address given below during the office hours from 9:00AM – 6:00PM.

**BAC Secretariat
Procurement and General Services Division
Tourism Promotions Board
4th Floor, Legaspi Towers 300
Roxas Boulevard, Manila**

4. A complete set of Bidding Documents may be acquired by interested Bidders on **13 April – 23 May 2022**, 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 is in the amount of **Ten Thousand Pesos Only (PhP10,000.00) or the US Dollar equivalent using the effective exchange rate of the Bangko Sentral ng Pilipinas at the time of purchase of the Bidding Documents, the remittance shall include bank charges.**

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 found below, the passing score is 80%:

Criteria	% Weight
I. Applicable experience of the Bidder/Consultant	50
II. Years of Experience of Principal and Key Staff	30
III. Current Workload Relative to Capacity	20
TOTAL	100

6. 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 open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184.

7. 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 **twelve (12) months** to commence from the date of the Consultant’s receipt of the Notice to Proceed.
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*

13 April 2021



ATTY. VENANCIO C. MANUEL III

Chairperson

Bids and Awards Committee

