

## **TECHNICAL SPECIFICATIONS**

### **ASEAN TOURISM FORUM (ATF) 2023**

Jogja Expo Center (JEC), Yogyakarta, Indonesia

02-05 February 2023

Supply and Delivery of Giveaways for Travel Trade and Hosted Lunch Event Participants,  
Media and VIPs

*(as of 03 Nov 2022)*

#### **I. BACKGROUND**

The ASEAN Tourism Forum (ATF) is a cooperative regional effort to promote the Association of the Southeast Asian Nations (ASEAN) region as one tourist destination. This will be the 42nd edition of ATF since its inauguration in Malaysia in 1981.

The ATF 2023 will be held at the Jogja Expo Center (JEC) Yogyakarta, the biggest business events venue in Central Java, while NTO and government meetings will be at Yogyakarta Marriott Hotel.

The theme "ASEAN- Empower Talents, Embrace Technology, Recover Tourism" represents Indonesia's commitment in accelerating tourism recovery and to create empowered and competitive and professional talents. ATF 2023 expects to attract more than 2,000 participants from more than 25 countries. These include National Tourism Organization (NTO) meetings, tourism ministers and officials, exhibitors, international buyers, international and local media as well as trade visitors in the tourism industry.

#### **II. OBJECTIVES**

The TPB will be participating with a 144 sqm booth and at least 15 private sector companies are joining in to support this event.

The role of TPB is to provide destination information as well as to provide an opportunity for the Philippine private sector to create and/or strengthen business relationships with international buyers.

In view of the above, the TPB is in need of a supplier that could provide the following giveaways for the said event based on specifications.

#### **III. SCOPE OF WORK / SERVICES**

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#### A. VIP GIVEAWAY

##### KAWAYAN WATCH (PHP 3,000.00)

- Quantity: 20 pieces
- BAMBOO WATCH
  - Unisex size Kawayan frame
  - Whitish-beige/Black Color
  - All wood watch from frame to straps
  - Adjustable straps to fit any desired wrist size
  - Stainless steel buckle
  - Premium Japanese Miyota Movement
  - Splash water resistant
  - Includes packaging

Sample Photos:



#### B. TRAVEL TRADE GIVEAWAY

##### INABEL TRAVEL BLANKET (PHP 1,500.00)

- Quantity: 200 pieces
- Size: 54" x 75" (Double)
- Material: Abel Cloth
- Weave: Abel
- Must be sourced from local weaving community (e.g. La Paz, Abra; Bontoc, Mt. Province; Ilocos)



Sample Photos:

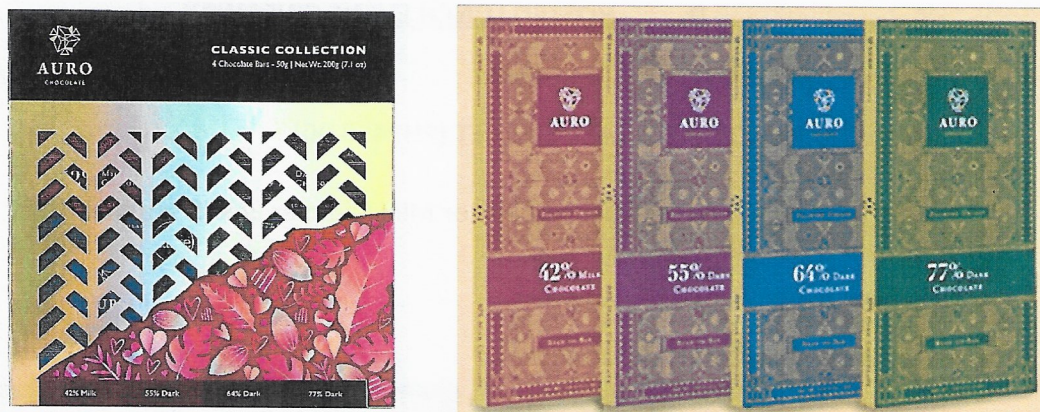


### C. MEDIA GIVEAWAY

#### 1) AURO CHOCOLATE SET (PHP450.00)

- Quantity: 50 pieces
- Assorted chocolate (may be dark chocolate, milk chocolate, white chocolate, etc.)
- Set of 4 chocolate bars in one box as seen on sample photo

Sample Photos:



#### 2) THE CIRCA 1740 GIFT PACK (PHP450.00)

- Quantity: 50 pieces
- The Circa 1740 Gift Pack (contains 6 kinds of coffee drip packet)



Sample Photos:



#### D. HOSTED LUNCH EVENT GIVEAWAY

##### THEO AND PHILO CHOCOLATE GIFT SET (PHP450.00)

- Quantity: 350 pieces
- Gift Set could be 3 Bar Gift Box or Mini Sampler Box (5 samples)

Sample Photos:





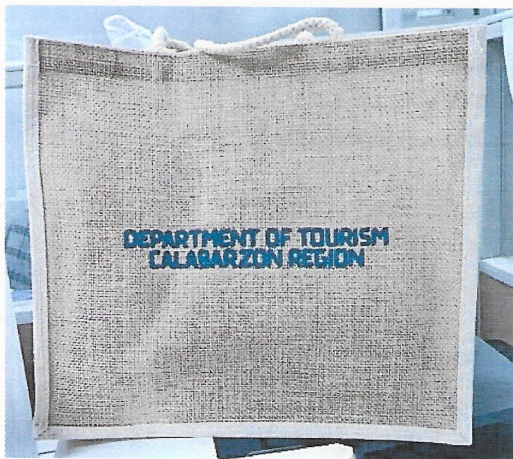
#### **E. GIVEAWAY PACKAGING**

##### **JUTE TOTE**

##### **BAG (PHP 180.00)**

- Quantity: 580 pieces
- Material: Jute
- Size: 10.6 x 12.2 x 6.3 in
- Dual grab handles
- With Logo of PHILIPPINES printed on one side (LOGO to be provided by TPB)

Sample Photos:



#### **IV. ADDITIONAL TECHNICAL / ELIGIBILITY REQUIREMENTS**

- Prospective bidders should submit the actual sample or similar design of the above giveaways 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.

#### **V. BUDGET BID PROPOSAL**

Approved Budget for the Contract (ABC) is **SIX HUNDRED SEVENTY NINE THOUSAND FIVE HUNDRED PESOS (PHP 679,500.00)** inclusive of all service charge and all applicable taxes. The cost of items in the bid should be broken down. The winning bid shall be determined based on the quality of the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above-mentioned approved budget.

#### **VI. PROJECT IMPLEMENTATION SCHEDULE / DELIVERY DATE**

Full delivery on or before 20 January 2022.

#### **VII. TERMS OF PAYMENT**

Please send the billing statement to the **TOURISM PROMOTIONS BOARD PHILIPPINES** after the completion of services.

**MICAELA B. OCHOA**

Acting Head, ASEAN and the Pacific Division  
Tourism Promotions Board Philippines  
4F Legaspi Towers 300, Roxas Blvd., Manila 1004

The supplier is encourage to have a Landbank account. Payment will be made through LBP bank deposit. In case the supplier does not have a Landbank account, bank charges will be shouldered by the supplier.

Payment shall be processed within 30 days upon receipt of the Statement of Account / Billing Statement.

#### **VIII. CONTRACT DURATION**

One-time engagement and should commence upon receipt of Notice to Proceed (NTP).

#### **IX. CONTACT INFORMATION – PROJECT OFFICERS**

For particulars, please contact Ms. Micaela B. Ochoa or Ms. Gianna Añonuevo at telephone number 525 9318 loc. 290 and email address [micaela\\_ochoa@tpb.gov.ph](mailto:micaela_ochoa@tpb.gov.ph) or [gianna\\_anonuevo@tpb.gov.ph](mailto:gianna_anonuevo@tpb.gov.ph)