TECHNICAL SPECIFICATIONS

SUPPLY AND DELIVERY OF PHILIPPINE TRAVEL EXCHANGE (PHITEX) 2023 UNIFORM

I. BACKGROUND

The Philippine Travel Exchange (PHITEX) is the largest government-organized travel trade event in the country. Conceived in 1996 as a cost-effective tool in promoting the Philippines and significantly growing inbound tourism, the annual travel event hosts qualified international buyers to meet with accredited Philippine tourism suppliers via one-on-one, table-top business appointment sessions. Another key component is the pre-and post-event tours wherein invited foreign participants are afforded a first-hand experience of the country's beauty and unique warmth of its people from a choice of its popular and emerging destinations.

In addition to the event's business potential, educational seminars have been incorporated in the PHITEX program since 2006 for the private sector participants. The activity endeavors to enhance the sellers' marketing aptitudes by providing them with updates on target source markets, knowledge of promotional innovations, and awareness/information on the latest trends in the travel industry.

II. OBJECTIVES

- To provide uniforms to DOT and TPB Officials/Secretariats and student volunteers who will be involved in the implementation of PHITEX 2023.

- To project a professional look and represent DOT/TPB's corporate branding to its clients and stakeholders.

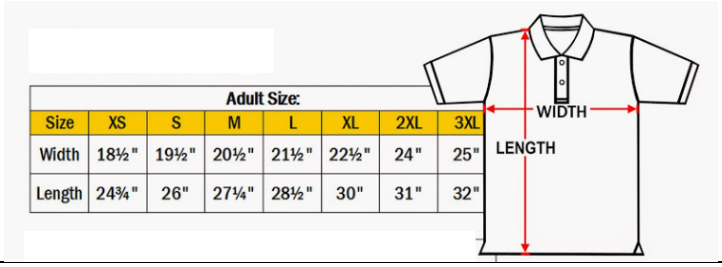
III. SCOPE OF WORK & DELIVERABLES

Lot 1

Polo Shirt 1

Type	Polo Shirt with Piping & PHITEX Logo
Fabric	Blue-green honeycomb cotton with cream piping (Please refer to the actual color/swatch provided by TPB)
Design and Printing	- Collared/Polo shirt - 3 white buttons - Tone-to-tone embroidery of "PHITEX" logo – left front side

<table>
<tr><td></td><td>

POLO SHIRT WITH PIPPING & PHITEX LOGO
PHITEX
PHILIPPINE TRAVEL EXCHANGE
3inches base
tone to tone printing (embroidery)
</td></tr>
<tr><td>Sizes</td><td>
- Assorted (XS, S, M, L, XL, 2XL, 3XL)
- Quantity per size will be provided to the winning bidder


<table>
<tr><th colspan="8">Adult Size:</th></tr>
<tr><th>Size</th><th>XS</th><th>S</th><th>M</th><th>L</th><th>XL</th><th>2XL</th><th>3XL</th></tr>
<tr><td>Width</td><td>18½"</td><td>19½"</td><td>20½"</td><td>21½"</td><td>22½"</td><td>24"</td><td>25"</td></tr>
<tr><td>Length</td><td>24¾"</td><td>26"</td><td>27¼"</td><td>28½"</td><td>30"</td><td>31"</td><td>32"</td></tr>
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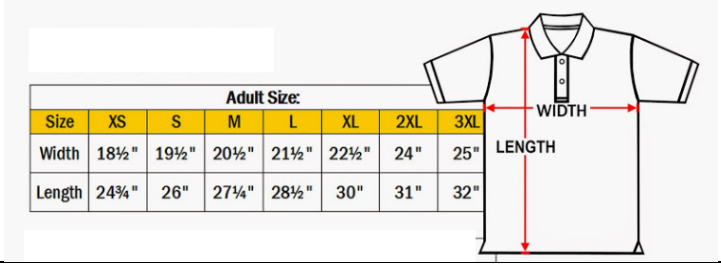
</td></tr>
<tr><td>Other Requirements</td><td>
- Please submit sample material of past works, designs, and swatches during the submission of bid quotation.
- Failure to submit/present samples will not be considered and will be disqualified.
- Upon receipt of NOA, the bidder must submit the final sample subject for TPB’s approval prior to mass production.
</td></tr>
<tr><td>Delivery</td><td>Full delivery on or before 12 September 2023</td></tr>
<tr><td>Quantity</td><td>154 pcs (TPB to provide the exact quantity per size)</td></tr>
<tr><td>Unit Cost</td><td>PHP 650.00</td></tr>
<tr><td>Total Cost</td><td>PHP 100,100.00</td></tr>
</table>

Polo Shirt 2

Type	Polo Shirt with Piping & PHITEX Logo
Fabric	Cream honeycomb cotton with maroon piping (Please refer to the actual color/swatch provided by TPB)
Design and Printing	- Collared/Polo shirt - 3 white buttons - Full-color embroidery of “PHITEX” logo – left front side

<table>
<tr><td></td><td>

POLO SHIRT WITH PIPPING & PHITEX LOGO
PHITEX
PHILIPPINE TRAVEL EXCHANGE
3inches base
Full color printing (embroidery)
</td></tr>
<tr><td>Sizes</td><td>
- Assorted (XS, S, M, L, XL, 2XL, 3XL)
- Quantity per size will be provided to the winning bidder


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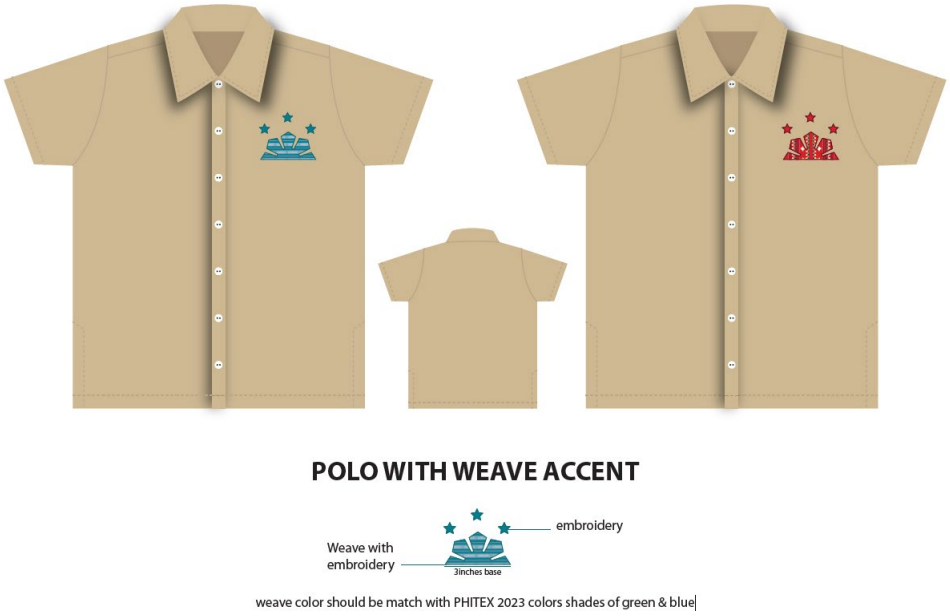
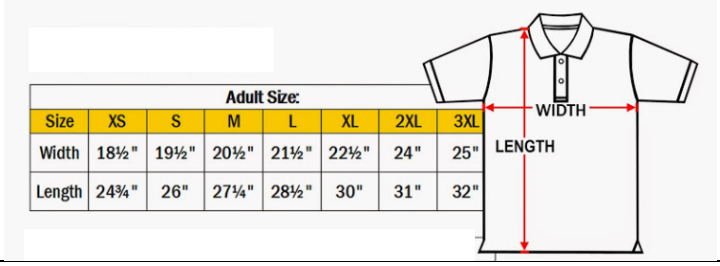
- Upon receipt of NOA, bidder must submit the final sample subject for TPB’s approval prior to mass production.
</td></tr>
<tr><td>Delivery</td><td>Full delivery on or before 12 September 2023</td></tr>
<tr><td>Quantity</td><td>138 pcs (TPB to provide the exact quantity per size)</td></tr>
<tr><td>Unit Cost</td><td>PHP 650.00</td></tr>
<tr><td>Total Cost</td><td>PHP 89,700.00</td></tr>
</table>

Lot 2

Button-Down Polo/Blouse

Type	Polo/Blouse with Weave Accent
Fabric	Khaki poly linen fabric with weave accent (Please refer to actual color/swatch provided by TPB)
Design and Printing	- Button-down polo (male cut) and blouse (female cut) - Half sun and three stars weave

<table>
<tr><td></td><td>- Weave color should be match with PHITEX 2023 colors shades of green & blue</td></tr>
<tr><td></td><td> 
</td></tr>
<tr><td>Sizes</td><td>- Assorted (XS, S, M, L, XL, 2XL, 3XL) male and female cut
- Quantity per size will be provided to the winning bidder
 

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- Failure to submit/present samples will not be considered and will be disqualified.
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<tr><td>Delivery Period</td><td>Full delivery on or before 12 September 2023</td></tr>
<tr><td>Quantity</td><td>106 pcs (TPB to provide the exact quantity per size)</td></tr>
<tr><td>Unit Cost</td><td>PHP 1,500.00</td></tr>
<tr><td>Total Cost</td><td>PHP 159,000.00</td></tr>
</table>

IV. ADDITIONAL TECHNICAL REQUIREMENTS

1. Must be Filipino-owned, operated, and legally registered wholesale/retail/general merchandise company under Philippine laws

V. PROJECT IMPLEMENTATION SCHEDULE

Full delivery on or before 12 September 2023

VI. APPROVED BUDGET FOR THE CONTRACT (ABC)

The ABC is **THREE HUNDRED FORTY-EIGHT THOUSAND EIGHT HUNDRED PESOS (PHP348,800.00)** inclusive of all applicable taxes and fees.
Lot 1 – PHP 189,800.00
Lot 2 – PHP 159,000.00

VII. TERMS OF PAYMENT

Send bill arrangement to the TPB after the full completion of requirements. One-time engagement and payment will be based on actual cost and will be paid thirty (30) days upon the receipt of the Statement of Account (SOA) or Billing.

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

VIII. CONTRACT DURATION

The Contract shall commence upon the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.

IX. PROJECT OFFICER'S CONTACT INFORMATION

For particulars, please contact the following:

Annabelle T. Balboa
Public Relations Officer I
annie_balboa@tpb.gov.ph

Paula Jesusa C. Granale
Property Officer III
paula_granale@tpb.gov.ph