



**BID BULLETIN # 2**  
**The Philippines Participation in Expo 2020 Dubai, UAE**  
**Hiring of an Events Management Company for CY 2021**  
**17 July 2021**

This Bid Bulletin No. 2 is hereby issued to answer all the clarifications raised by the Tenderers:

**ANNOUNCEMENT:**

Please be advised that the Philippine Consulate in Dubai has allocated a dedicated schedule for **EMC bidders to have their documents notarized from 25-26 July 2021, from 9:00am to 11:00am.** Consulate address is as listed below:

**Philippine Consulate General Dubai**  
 #35 Beirut Street, Al Qusais,  
 Dubai, United Arab Emirates  
 Tel. No.: (+971) (04) 220 7100

ITEM	CLARIFICATIONS	RESPONSE
<b>Program of Activities Page 2</b>	<ul style="list-style-type: none"> <li>Has the program been reduced to 3 nights and 4 days?</li> </ul>	<ul style="list-style-type: none"> <li>Yes the program has been reduced to 3 nights &amp; 4 days</li> </ul>
<b>Event Details and Specifications Government &amp; Business Meetings Page 5</b>	<ul style="list-style-type: none"> <li>On day 2, you have 2 meetings (am and pm) how many of the 30 are staff</li> </ul>	<ul style="list-style-type: none"> <li>The 30 -50 pax are all guests</li> </ul>
<b>Event Details and Specifications Page 6</b>	<ul style="list-style-type: none"> <li>You have requested a Genset for the meeting of the 30<sup>th</sup>, do you know what voltage will be needed? Was this requested because you had planned on doing the venue in the EXPO? If the venue is in a hotel do you still require it?</li> </ul>	<ul style="list-style-type: none"> <li>Venue for the Meeting on 30 September will be in a Hotel, therefore, a genset will not be required since this will be c/o the Hotel</li> </ul>
	<ul style="list-style-type: none"> <li>Backdrop – are you wanting to put the logos of the sponsors on the backdrop? We have been asked the amount</li> </ul>	<ul style="list-style-type: none"> <li>Backdrop to contain only the Philippine Pavilion Bangkok Brand. Details to be discussed with the winning bidder.</li> </ul>

	of colors that we will be working with.	
	<ul style="list-style-type: none"> <li>Do you have an existing website where we can post the daily programs and invitations if we send out a QR code?</li> </ul>	<ul style="list-style-type: none"> <li>YES, we will have a website which will be activated in August 2021</li> </ul>
<b>Event Details and Specifications</b> <b>Opening Ceremony</b> <b>PH Pavilion</b> <b>Page 9</b>	<ul style="list-style-type: none"> <li>Please confirm that the Filipino Social Club will arrange the choir</li> <li>Can you provide us with a contact for the mangrove café</li> <li>Is the lunch for the 50 delegates or 150 pax</li> </ul>	<ul style="list-style-type: none"> <li>YES, the Filipino Social Club will arrange for the Choir. EMC to assist in terms of logistics (ie. transportation to the site, Expo accreditation pass &amp; snacks on the day of performance)</li> <li>Only the winning bidder will be provided with the contact number of the Mangrove Café Operator</li> <li>Lunch at the Mangrove Café is for 50 pax</li> </ul>
<b>Four Month Philippine Pavilion Manpower Services</b> <b>Page 12</b>	<ul style="list-style-type: none"> <li>Do we need to provide uniforms or do you provide</li> </ul>	<ul style="list-style-type: none"> <li>YES, you would need to provide uniforms for your personnel who shall be assigned as usher /usherettes at the Philippines Pavilion</li> </ul>
<b>Four Month Philippine Pavilion Visitor traffic Management Services</b> <b>Page 13</b>	<ul style="list-style-type: none"> <li>Is it possible to get a layout of the pavilion to be able to give you a better proposal for the beacon?</li> <li>Can we have more details on queue management/crowd control – is it digital or manual – do we have to build it or handle it</li> <li>Is it online registration or onsite registration</li> </ul>	<ul style="list-style-type: none"> <li>Please see link to access documents:  <a href="https://drive.google.com/drive/folders/1UTKHKLJVF8e8P9mY8CAK43PLisVOZ4">https://drive.google.com/drive/folders/1UTKHKLJVF8e8P9mY8CAK43PLisVOZ4</a></li> <li>The Philippines Pavilion shall utilize the Smart Queuing System initiative of Expo 2020 Dubai. Said system aims to reduce visitor wait-time to enter the Pavilion. However, this shall not capture walk-in visitors of the Pavilion.           Winning bidder will have to build a queue management/ crowd control for the walk-in visitors. We prefer using both digital and manual systems- the latter as back-up whenever the digital system malfunctions. The winning bidder must closely coordinate with the Philippines Visitor Journey Experience Specialist for the provision of said services.</li> <li>Online registration will already be covered by the Smart Queue System. As mentioned, winning bidder must devise an onsite registration system to count and capture data of walk-in visitors.</li> </ul>

  
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