



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9252693  
**Procuring Entity** DEPARTMENT OF TRADE AND INDUSTRY - MAIN  
**Title** EMB-52677 Hiring of Events Management for 50th Philippine National Halal Conference  
**Area of Delivery**

<b>Solicitation Number:</b>	EMB-52677	<b>Status</b>	<b>In-Preparation</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Events Management	<b>Date Published</b>	19/11/2022
<b>Approved Budget for the Contract:</b>	PHP 1,000,000.00	<b>Last Updated / Time</b>	18/11/2022 13:50 PM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	22/11/2022 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Marylyn Grace Mendoza Ampoan Administrative Officer II 361 Sen. Gil J. Puyat Avenue Makati City Metro Manila Philippines 1209 63-2-7514997 Ext. 63-- marylyngraceampoan@dti.gov.ph		

#### Description

- Please quote hereunder your lowest possible price for the Hiring of Events Management with ABC of Php1,000,000.00. Bid Proposal / Quotation above the ABC shall automatically disqualified.
  - Deadline for the submission of bid will be on November 22,2022, 10:00 AM.
  - Late submission of bid/proposal shall not be accepted.
  - Interested Bidders may submit their proposal in any of the following forms:
    - Via electronic: email to marylyngraceampoan@dti.gov.ph; or
    - via sealed quotation to be submitted at Procurement Management Division, Human Resource and Administrative Service, Ground Floor, Trade and Industry Bldg., 361 Sen. Gil Puyat Avenue, Makati City.
  - Submission of Documents:
    - For those who have not yet submitted the legal documents, please attach photocopies of the listed below documents to your proposal/quotation upon submission;
      - SEC, DTI Business Permit, Articles of Incorporation or Partnership (in case of corporation/partnership)
      - Mayor's Permit for the Current Year
      - BIR Certificate of Registration
      - PhilGEPS Certification
      - Company Profile
      - DTI Certificate of Accreditation for those involved in repair & services.
      - Omnibus Sworn Statements
    - For those who have already submitted their updated/valid legal documents, you may submit your quotation/proposal in any of the form specified above.
- IMPORTANT NOTE:**  
SUBMISSION OF UNNOTARIZED OMNIBUS SWORN STATEMENTS SHALL BE ATTACHED IN ALL BID PROPOSAL. ONLY THE WINNING BIDDER SHALL SUBMIT THE NOTARIZED OMNIBUS SWORN STATEMENT.
- Please see attached Request for Quotation form and sample for more information and guidance. Original Request for Quotation form will be available for download from PhilGEPS website starting November 19,2022 until November 22,2022.
  - For any concerns, queries and clarification, please free to call # 7791-3363/7791-3367, or email marylyngraceampoan@dti.gov.ph

**Created by** Marylyn Grace Mendoza Ampoan  
**Date Created** 18/11/2022

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