

SCOPE OF SERVICES FOR THE PROCUREMENT OF SERVICE WHICH INCLUDES SUPPLIES AND MATERIALS WITH INSTALLATION FOR THE CHRISTMAS EXPERIENCE EVENT

I. BACKGROUND

The lighting of the Christmas lights and decorations at the Bell House, Historical Core aims to kick off the Holiday Season at the Camp. This year's theme is *"Christmas Experience at The Bell House Camp John Hay"*.

II. OBJECTIVE

The main goal of the acquisition of Christmas lights and decorations is to promote the Historical Core as a travel destination. It is intended for the marketing campaign to become an annual occasion. Likewise, we aim to achieve the following objectives:


1. To increase foot traffic and encourage repeat visits to the Historical Core;
2. To address recommendations to provide additional activity or new products at the Historical Core, as generated through recently conducted surveys and client interviews; and
3. To ensure that the disbursement of the Department's allocated budget is aligned with the targets of the Organization.





III. APPROVED BUDGET

The Approved Budget for this program is indicated in the Approved Amended Annual Procurement Plan (APP) for CY 2024 under the following items:

PROCURABLE ITEM	PAP CODE	APPROVED BUDGET
Procurement of services, which includes supplies and materials with installation for Christmas Experience Event.		PHP 805,000.00
TOTAL		PHP 805,000.00

IV. SPECIFICATIONS

No.	Particulars	Specifications	Quantity	Sample Picture	Estimated Amount	TOTAL
1	Strip Lights for The Bell House	Brand & Model: Generic Type: LED Color: Cold White Length Per Roll: 100 Meters Voltage: 220v Connector: Standard AC Plug	10 Rolls		PHP 12,500.00	PHP 125,000.00

		Made in: China Heavy Duty Good for outdoors				
2	Strip Lights for the Bell Amphitheater	Brand & Model: Generic Type: LED Color: Warm White Length Per Roll: 100 Meters Voltage: 220v Connector: Standard AC Plug Made in: China Heavy Duty Good for outdoors	12 Rolls		PHP 12,500.00	PHP 150,000.00
3	LED Curtain	Color: Warm White Length Per Roll: 10 Meters Voltage: 220v Heavy Duty Good for outdoors	110 Boxes		PHP 700.00	PHP 77,000.00
4	Solar FireFly Lights	Color: Warm White Length Per Roll: 70cm Tall Voltage: 220v Heavy Duty Good for outdoors	110 Sets		PHP 680.00	PHP 74,800.00
5	LED Christmas Lights	Color: Warm White Length Per Roll: 10 Meters Voltage: 220v Heavy Duty Good for outdoors	110 Boxes		PHP 350.00	PHP 38,500.00
Sub - Total						PHP 465,300.00
6	Electrical Wirings (Conduits, Outlets, Electrical tapes, U Tox)		1 Lot		PHP 189,700.00	

7	Labor and installation fees				PHP 150,000.00
Total Estimated Amount					PHP 805,000.00

V. SCOPE OF WORKS

1. Delivery of the supplies and materials and installation shall be within the timeline provided by JHMC.
2. The entire installation and setup of the Christmas lights surrounding the Bell House and Bell Amphitheater is the service provider's responsibility.
3. The service provider / contractor shall provide all supervision, labor, tools, equipment, Personal Protective Equipment necessary for the installation of lights and supplies.
4. The service provider / contractor shall be responsible for complete disposal of any debris created during the performance of work. Contractor shall perform daily clean-up of all debris on the work site.
5. The JHMC General Services Division will help with the power supply and outlet installations.
6. Items shall be same and/or similar to the item descriptions shown in this document and contractor's quote.

VI. MODE OF PAYMENT

JHMC shall pay the Winning Bidder the amount for the services rendered. BDD shall process the payment within twenty (20) business/working days from the receipt of the Billing Statement, Charge Invoice, and/or Statement of Account from the Winning Bidder and upon completion of services.

VII. OTHER TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) includes applicable taxes, delivery, and other charges.
2. The Winning Bidder shall deliver the supplies and materials working and in good condition and shall handle the installation services in the venue set by JHMC.
3. The Winning Bidder shall ensure that all deliveries are made on time and within the contract's budget.
4. JHMC follows the existing government financial policies, laws, rules, and regulations for this procurement.

VIII. MODE OF PROCUREMENT

The approved mode based on the CY 2024 Annual Procurement Plan (APP) is Small Value Procurement (SVP).

Republic of the Philippines
Office of the President



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