



Notice of Eligibility and Short Listing

15 May 2024

**THE JOINT VENTURE (JV) OF STUDIO 5 DESIGNS, INC. AND
THE HOUSE PRINTERS CORP.**

RM, 302, Cityland Condominium III
VA Rufino St., Legaspi Village, Makati City
Contact No.: (02) 8895-4040

Dear **Ms. Marily Y. Orosa**:

1. The **Development Bank of the Philippines – Head Office** (hereinafter called "Procuring Entity" has received financing (hereinafter called "funds") through its Corporate Budget duly approved by the governing Board for CY 2024 intends to apply a portion of the funds in the amount of **Five Million Four Hundred Thousand Pesos (PhP 5,400,000.00)** to eligible payments under the contract for **Engagement of an Advertising/ Design Service Provider for the Design, Content Development, Printing and Delivery of the 2023 Annual and Sustainability Report of the Development Bank of the Philippines under Bid Reference No. C-2024-01** for which the Bidding Documents is issued.
2. The Procuring Entity now invites bids to provide the following Consulting Services: *Advertising/Design Agency which shall undertake Creative and Editorial, Editorial, Graphic Art Services, Copywriting/Editing, Photography, Printing and Delivery of the 2023 DBP Annual Report (AR) and Sustainable Development Report (SDR)*. More details on the services are provided in the Terms of Reference (TOR) for the project.
3. The Consultant shall be selected and employed in accordance with *Quality Based Evaluation* procedures as described in the Bidding Documents.
4. This notice is addressed to the lone shortlisted consultant, the Joint Venture of Studio 5 Designs, Inc. and The House Printers Corp.
5. This notice/invitation is not transferable to any other consultant.
6. The Bidding Documents may be acquired at the *BAC Secretariat Unit - PIMD, 6th Floor, Development Bank of the Philippines – Head Office, Sen. Gil Puyat Ave., cor. Makati Ave., Makati City from 9:00 AM to 3:00 PM* upon payment of an applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount **Eight Thousand Pesos (PhP 8,000.00) not later than** the deadline for the submission and receipt of bids indicated below.

Notice of Eligibility and Short Listing to the Joint Venture of Studio 5 Designs, Inc. and The House Printers Corp.

Engagement of an Advertising/ Design Service Provider for the Design, Content Development, Printing and Delivery of the 2023 Annual and Sustainability Report of the Development Bank of the Philippines under Bid Reference No. C-2024-01

7. The Development Bank of the Philippines – Head Office will hold the following activities:

ACTIVITIES	TIME	VENUE
Pre-bid Conference	23 May 2024 (Thursday) 11:15 AM	12/F Suite 5, DBP Head Office, Makati City
Submission of Technical and Financial Documents	6 June 2024 (Thursday) <u>On or before 11:00 AM*</u>	6/F BAC Secretariat, DBP Head Office, Makati City
Opening of Technical Documents	6 June 2024 (Thursday) 01:00 PM	12/F Suite 5, DBP Head Office, Makati City

**Late bids shall not be accepted*

Yours truly,

RONALDO U. TEPORA

Senior Vice President, and
Chairperson, DBP Bids and Awards Committee