

07 August 2017

REQUEST FOR QUOTATION

The **TOURISM PROMOTIONS BOARD** invites you to submit quotations for the item/s listed below;

Quotation No. **TPB-PR 2017-08-433**

Requirements: Transportation Requirements for TPB/DOT Personnel for PTM 2017

Qty	Particulars	Estimated Unit Price	Estimated Total Amount
	<p>Background Information:</p> <p>The Philippine Travel Mart, the 27th edition to be held on 1-3 September 2017 occupied a total of 3,351 sq.m. exhibitors area equivalent to 370 booths participated in by 251 companies. Halls 1-4 of the SMX Convention Center in Pasay City was once again the venue of the 27th Philippine Travel Mart.</p> <p>There will be a Philippine Pavilion wherein the TPB, DOT Regional Offices and attached agencies will be staying on the same pavilion for promotional activities during the event.</p> <p>III. Specific Requirements</p> <p>A. Provide transportation services</p> <p>B. Preferably Toyota Grandia with 15 seater at least three years from date of purchase</p> <p>C. Two Units:</p> <p>One (1) van service for the officers of DOT Regions Period Covered Aug. 31 – September 4 (5 days) Route : Within Metro Manila/Airports (Terminal 1, 2 & 3) Overtime: Php 350/hr x 5hrs/day x 5 days</p> <p>One (1) van service for the TPB staff/officer Period Covered Aug. 30 – September 4 (6 days) Route : Within Metro Manila and adjacent suburbs Overtime: Php 350/hr x 5hrs/day x 5 days</p> <p>D. Daily rates inclusive of overtime (extra hours)</p>	<p>Php 6,000/10hrs/ day</p> <p>Php 6,000/10hrs/ day</p>	<p>Php 30,000.00</p> <p>Php 36,000.00</p>
Terms	30 days upon receipt of invoice		
ABC	Php 85,250.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents not later than **15 August 2017, 10:00 a.m.** in thru email at pgsd@tpb.gov.ph cc. maria_ponting@tpb.gov.ph , subject to the Terms and Conditions attached herewith, stating the shortest time of delivery, duly signed by your representative to the

Procurement and General Services Division, Administrative Department, 4th Floor, Legaspi Towers
300, Roxas Blvd., Manila.

Please address your quotation to the undersigned.

Thank you very much.

REMIGIO U. PAGADUAN

Officer – In – Charge

Procurement and General Services Division

Contact Person MARIA SALVE CATRIONA U. PONTING
Contact No 525-93-18 loc 217

Price Validity shall be for a period of thirty (30) calendar days.

Suppliers must submit the following legal documents to be eligible to participate in the bidding:

1. Mayor's Permit/License (valid and current)
2. Income / Business Tax Return
3. PhilGEPs Membership / Certificate
4. Notarized Omnibus Sworn Statement (See Attached "Annex A")
5. DOT Accreditation Certificate

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized Special Power of Attorney;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate,*

Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)];

3. *[Name of Bidder]* is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. ***Select one, delete the rest:***

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued]*, *[place issued]*

IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____