

08 May 2018

REQUEST FOR QUOTATION

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

Quotation No. **TPB-PR 2018-05-274**

Requirements: MONITORING AND EVALUATION OF THE REGIONAL TOURISM BRAND AND MARKETING CAMPAIGNS

Qty	Particulars	Estimated Unit Price	Estimated Total Amount
1 lot	<p>PROJECT:</p> <p>The Domestic Promotions Department and the UP Asian Institute of Tourism (UP AIT) conducted four (4) regional seminars on Tourism Marketing on Regional Branding last December 4-6 & 11-13, 2017, January 17-19, 2018 and February 21-23, 2018.</p> <p>After 6 months succeeding the 4 runs covering 16 regions and enjoining 142 participants, the Department deems it necessary to monitor and evaluate on the region's progress based on the Tourism Brand and Marketing Campaign they have accomplished during the previous Regional Branding seminar.</p> <p>NO. OF DAY/S: Three (3)</p> <p>NO. OF EXPECTED PARTICIPANTS: 80 Persons</p> <p>OBJECTIVES:</p> <p>This project requires the engagement of a service-provider to provide land transportation within Metro Manila for the participants, facilitators, TPB and DOT staff involved in the session.</p>	Php 90,000.000	Php 90,000.00

REQUIREMENTS AND CONDITIONS:

Date	No. of Vans
<i>June 26</i>	
For Facilitator	1
For TPB/DOT staff	1
For Participants*	2
<i>June 27</i>	
On stand-by	1
<i>June 28</i>	
For Facilitator	1
For TPB/DOT staff	1
For Participants*	2

*To and from airport and hotel in Metro Manila

Inclusions: Toll fees, drivers meal and other applicable taxes;
10-hour use a day; seats 10-12 persons per van

Eligibility Requirements:

1. Must be Filipino owned, operated and legally registered land transportation services under Philippine laws;
2. Must have a minimum of 3 years' experience in providing transportation for local and international clientele;
3. Must be accredited with the Philippine Government Electronic Procurement Systems (PHILGEPS).
4. Willing to provide services on send-bill arrangement.

Technical Eligibility Documents:

1. DTI Business Registration/SEC Certificate
2. Mayor's Permit or Permit / License to Operate
3. BIR Registration with TIN
4. PhilGEPS Certificate
5. Company Profile

Guidelines:

1. Winning bidder must propose needed specifications of the concerned TPB personnel.
2. Responds to immediate/unforeseen changes in the specifications.

	<p>Scope of Services:</p> <ol style="list-style-type: none"> 1. Provide a clean, well-maintained vehicle as stated in the specifications. 2. Provide drivers who observe traffic laws, polite, as well as knowledgeable of the Metro Manila routes. 3. Charges are inclusive of taxes and other applicable taxes. <p>Contract of Service/Financial Proposal</p> <p>The financial proposal covers the land transportation of the said event.</p>		
Terms	30 days upon receipt of invoice		
ABC	Php 90,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents not later than **17 May 2018**, 10:00 a.m. thru email address pgsd@tpb.gov.ph cc: joker_villar@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.

EMMANUEL ZARATE

Officer-in-Charge
Procurement and General Services Division

Contact Person JOSEPH T. VILLAR
Contact No 525-93-18 loc 246

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

Kindly submit the following documents for eligibility:

- a. PhilGEPS Membership/Certificate
- b. Mayor's Permit /Business Permit (valid)
- c. Business/Income Tax Return
- d. Notarized Omnibus Sworn Statement (Annex A)