

**REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT – TWO FAILED BIDDINGS**

22 September 2023

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

Quotation No. TPB-PR.2023.09.246
PR No. 5.027

REQUIREMENTS: SERVICES OF AN EVENTS MANAGEMENT COMPANY (EMC) FOR THE TPB MEMBERS’ NIGHT 2023

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
LOT 1	<p>SCOPE OF WORK/SERVICES:</p> <p>Each prospective bidder shall submit one (1) original and two (2) copies of its Technical and Financial documents.</p> <p>The Technical Envelope shall contain the following technical documents, labeled, sealed, signed, and separated with tabs as follows:</p> <ol style="list-style-type: none"> 1. PhilGEPS Platinum Certificate 2. Statement of Bidder’s SLCC within three (3) years, the contract should be at least fifty percent (50%) of the ABC 3. Bid Security in any of the following form as prescribed under the 2016 revised IRR of RA 9184: <ol style="list-style-type: none"> i. In case of cash, Manager’s Check, Bank Guarantee (2% of the ABC) ii. In case of Surety Bond, submit also a certification issued by the Insurance Commission or an Original Copy Notarized Bid Securing Declaration (5% of the ABC) iii. Bid Securing Declaration. 	PhP1,300,000.00	PhP1,300,000.00

	<p>4. Conformity with the Schedule of Requirements (Annex “A”)</p> <p>5. Conformity with the Technical Specifications (Annex “B”)</p> <p>6. Notarized Omnibus Sworn Statement (OSS) supported with Notarized Secretary’s Certificate in case of a corporation or cooperative; in case of partnership or single proprietorship, the bidder shall submit Special Power of Attorney</p> <p>7. Joint Venture Agreement (if applicable and/or not applicable)</p> <p>The Financial Envelope shall contain the following financial documents, labeled, sealed, signed, and separated with tabs as follows:</p> <p>1. Bid Form</p> <p>2. Price Schedule</p> <p>Note: Interested bidders shall submit separate technical and financial envelopes which shall be opened and evaluated as prescribed in Section 53.1, Two Failed Biddings, provided in the revised IRR of R.A. No. 9184.</p>						
<p>Terms of Payment</p>	<p>Send bill arrangement to the TPB after the full completion of requirements. One-time engagement and payment will be based on actual cost and will be paid thirty (30) days after the receipt of the Statement of Account (SOA) or Billing.</p> <table border="1" data-bbox="292 1704 957 1960"> <thead> <tr> <th data-bbox="292 1704 727 1794">PARTICULARS/ MILESTONES</th> <th data-bbox="727 1704 957 1794">TERMS OF PAYMENT</th> </tr> </thead> <tbody> <tr> <td data-bbox="292 1794 727 1960">First Tranche: Upon submission of the approved list of entertainers/performers and Master of</td> <td data-bbox="727 1794 957 1960">15% of the total contract price</td> </tr> </tbody> </table>	PARTICULARS/ MILESTONES	TERMS OF PAYMENT	First Tranche: Upon submission of the approved list of entertainers/performers and Master of	15% of the total contract price		
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	Ceremony; photo and video layout for activations; and sample program souvenirs			
	Second Tranche: Upon full delivery of services as indicated in the Terms of Reference and submission of final SOA/invoice with necessary supporting documents	85% of the total contract price		
	TOTAL CONTRACT PRICE	100% (inclusive of service charge and all applicable taxes)		
ABC	The Approved Budget for the Contract (ABC) is Php1,300,000.00 inclusive of all applicable taxes			

The winning bidder is required to submit performance security prior to the signing of the contract, which shall remain valid until the issuance by the Procuring Entity of the Certificate of Final Acceptance.

The performance security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity in an amount not less than the percentage of the total contract price in accordance with the following schedule:

Forms of Performance Security	Amount of Performance Security
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank	Five Percent (5%) of the Contract Price
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by foreign bank	
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as to authorized to issue such security	Thirty Percent (30%) of the Contract Price

The procurement of the requirement will be undertaken through Negotiated Procurement - Two Failed Biddings with the provision of Section 53.1 of the Act and the revised IRR following the procedure as prescribed in Annex "H" of the revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Law.

Kindly submit your quotation and legal documents through ***manual submission*** no later than 28 September 2023 on or before 1700H, at the office address below. Late bids shall not be accepted:

**Procurement and General Services Division
Tourism Promotions Board (TPB) Philippines
4th Floor, Legaspi Towers 300, Roxas Boulevard, Manila**

Please be informed that TPB Philippines is evaluating our suppliers' performance based on these criteria: Quality (40%), Cost (25%), Timeliness (25%), and Customer Service (10%).

Thank you very much.



PAULA JESUSA C. GRANALE

Officer-in-Charge, Procurement and General Services Division
Administrative Department

Contact Person
Contact No.

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(8) 525-7312 local 266