

March 7, 2024

**REQUEST FOR QUOTATION**

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

**RFQ No. TPB-RFQ 2024.03.083**

**PR No. 02.045**

**Requirements: Service Provider for the Food and Beverages Requirements of the Philippine Motorcycle Tourism (PMT) Assisted Riders/ Motorcycle Association Riding Events "IISCCORUN 2024"**

Quantity	Item/Description	Estimated Unit Price	Total Cost (PhP)
Lot 1	<p><b>I. BACKGROUND</b></p> <p>The Philippine government's latest effort to revive the tourism industry and bounce back from the economic setback of the pandemic, the Philippine Motorcycle Tourism (PMT) Program, was a resounding success following numerous events requested and staged by various motorcycle rider associations for CY 2022 which generated impressive feedbacks and appreciation.</p> <p>The Department of Tourism (DOT) and the Tourism Promotions Board (TPB) Philippines, in cooperation with various motorcycle rider associations and clubs spearheaded the innovative program to bring back the confidence of the public to travel within the country while exercising "new normal" guidelines and safety protocols on the road, on two wheels.</p> <p>With the resumption of leisure travel across diverse local destinations, TPB and DOT are optimistic that the continuing programs of the PMT will help boost further domestic tourism and the local economy as riders take the wheel in promoting Philippine tourist spots in endview helping local businesses and tour operators.</p>	Php200,000.00	Php200,000.00

	<p>In order to sustain the interest and passion of motorcycle tourism riders to engage in a fun drive while promoting domestic tourism, the TPB for CY 2024, will continue the Philippine Motorcycle Tourism (PMT) Support to Riders/Motorcycle Associations Riding Events</p> <p>Solid North Adventure Tour Philippines, In. (SNATPI) is a Non-Government Organization primarily organizing motorcycle tourism activities in the Philippines for the 3rd Ilocos-Isabela-Cagayan Valley-Cordilera 1,000km Motorcycle Run (IISCCOR) on April 26-28 at Gov. Roque Ablan Ave., Laoag City, Ilocos Norte.</p> <p>IISCCORUN 2024 supports one of the flagship program of the Department of Tourism (DOT) through the Tourism Promotions Board (TPB) advocacy in promoting Philippine Motorcycle Tourism in the country.</p> <p>By supporting this event, PMT aims to promote a circuit of tourist destinations within the entire ride itinerary that every participant will take a photo documentation and post in the official Facebook page of TPB-PMT using the #LoveThePhilippines, #TourismPromotionsBoard and #PhilippineMotorcycleTourism and generate downloads for the Travel Philippines App.</p> <p>The Tourism Promotions Board (TPB) Philippines needs the services of a Service Provider for the Food and Beverage requirement for the PMT Assisted Event "IISCCORUN 2024" on April 26, 2024.</p> <p><b>II. OBJECTIVES</b></p> <p>This activity aims to:</p> <ul style="list-style-type: none"> <li>• Promote Philippine Motorcycle Tourism while advocating road safety travel among the participants and adapt the government's safety guidelines and protocols in the hospitality industry;</li> <li>• Explore and promote the different tourist destinations in the country";</li> <li>• Contribute to increase in the sales of the tourism business industries in the city amidst pandemic; and</li> </ul>		
--	--	--	--

- Encourage more motorcycle sports enthusiasts to engage in a tourism activity as a potential niche tourist product.

**III. SCOPE OF WORK/SERVICES/DELIVERABLES**

A. Specifications

TPB Assistance	Hosted Dinner
Event	IISCCORUN 2024
Venue	Governor Roque B. Ablan Ave., Centennial Arena, Laoag City
Date   Time	26 April 2024, Friday, 7:00 – 10:00 PM (indicative date)
No of Pax	Five Hundred (500) pax only

Provider must be able to offer a wide selection of international buffet selection with one round of drink. (Submit menu for selection prior to the event)

- B. Must be able to provide sufficient number of uniformed and well-trained banquet service personnel; standby waiters for all VIP tables and a dedicated Event Sales Leader to attend to all arrangements.
- C. Must be able to accommodate dietary restrictions of guests (i.e., halal, vegetarians, pescetarian, diabetics, people with allergies)

**IV. INDICATIVE PROJECT IMPLEMENTATION SCHEDULE**

26 April 2024, Friday

*Note: Dates are Subject to change based on advise of TPB and concerned Riders/Motorcycle Associations.*

**V. CONTACT PERSONS**

**MS. MICHELLE S. ALCANTARA**

Domestic Promotions Department

Email: michelle\_alcantara@tpb.gov.ph

	<p><b>MR. EDMON GERALD A. LOZA</b>  Domestic Promotions Department  Email: edmon_loza@tpb.gov.ph</p>		
	<p><b>LEGAL REQUIREMENT:</b></p> <ul style="list-style-type: none"> <li>a. PhilGEPS Certificate</li> <li>b. Mayor’s Business Permit</li> <li>c. BIR Registration /income/business Tax Return</li> <li>d. Omnibus Sworn Statement</li> </ul> <p><b>TECHNICAL REQUIREMENT:</b></p> <ul style="list-style-type: none"> <li>e. SEC/DTI Registration Certification</li> <li>f. Preferably, an accredited establishment of the Department of Tourism (DOT</li> <li>g. Company profile (New Supplier)</li> <li>h. Statement of Compliance to the Technical Specification (<b>Annex “A”</b>)</li> </ul> <p><b>ATTACHMENTS:</b></p> <ul style="list-style-type: none"> <li>i. Statement of Compliance to the Technical Specification (Annex “A”)</li> <li>j. Omnibus Sworn Statement (<b>Annex “B”</b>)</li> <li>k. Technical Specification (<b>ANNEX “C”</b>)</li> <li>l. <b>NOTE:</b></li> <li>m. All entries must be typewritten on your company letterhead.</li> <li>n. Price Validity shall be for a period of thirty (30) calendar days.</li> </ul>		
Terms	<p><b>TERMS OF PAYMENT</b></p> <ul style="list-style-type: none"> <li>A. Supplier must be amenable to no down payment policy.</li> <li>B. Supplier must be amenable to send bill arrangement.</li> <li>C. Full payment is thirty working days after services are rendered in full/complete.</li> <li>D. Supplier must submit a Statement of Account (SOA) / Billing Statement for the processing of payment:</li> </ul> <p>The Statement of Account / Billing Statement with detailed costs for all services rendered to include management fee must be</p>		

	<p>addressed to:</p> <p>TOURISM PROMOTIONS BOARD PHILIPPINES 4/F Legaspi Towers 300, Roxas Blvd., Manila 1100 c/o the Domestic Promotions Department</p> <p>E. The bidder is encouraged to have a Landbank account. Payment will be made through an LBP bank deposit. Should the winning bidder not have account in LBP, bank charges to a preferred alternate bank will be shouldered by the bidder.</p>		
ABC	The approved budget for the contract (ABC) inclusive of applicable taxes		<b>Php200,000.00</b>

Please submit your **quotation and legal** documents duly signed by your authorized representative to email address [bhong\\_ducusin@tpb.gov.ph](mailto:bhong_ducusin@tpb.gov.ph) not later than **13 March 2024 at 5:00 PM**, subject to the Terms and Conditions stated herein and the shortest time of delivery.

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

Thank you very much.

  
**JANET G. VILLAFRANCA**  
 Administrative Services Officer IV  
 Officer-in-Charge,  
 Procurement and General Services Division

Contact person: Jose T. Ducusin, Jr  
 Contact number: 02 8525 -7312 / 8525 – 9318 to 27

**ANNEX "A"**

<b><u>TECHNICAL SPECIFICATION</u></b>													
Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement against each of the Individual parameters of each Specification													
<b>Item</b>	<b>Description</b>	<b>Total Quantity</b>	<b>Bidder's Statement of Compliance (Comply/Not Comply)</b>										
A.	<b>Service Provider for the Food and Beverages Requirements of the Philippine Motorcycle Tourism (PMT) Assisted Riders/ Motorcycle Association Riding Events "IISCCORUN 2024"</b>												
	<p><b>SCOPE OF WORKS AND SERVICES</b></p> <p>A. Specifications</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">TPB Assistance</td> <td>Hosted Dinner</td> </tr> <tr> <td>Event</td> <td>IISCCORUN 2024</td> </tr> <tr> <td>Venue</td> <td>Governor Roque B. Ablan Ave., Centennial Arena, Laoag City</td> </tr> <tr> <td>Date   Time</td> <td>26 April 2024, Friday, 7:00 – 10:00 PM (indicative date)</td> </tr> <tr> <td>No of Pax</td> <td>Five Hundred (500) pax only</td> </tr> </table> <p>Provider must be able to offer a wide selection of international buffet selection with one round of drink. (Submit menu for selection prior to the event)</p> <p>B. Must be able to provide sufficient number of uniformed and well-trained banquet service personnel; standby waiters for all VIP tables and a dedicated Event Sales Leader to attend to all arrangements.</p>	TPB Assistance	Hosted Dinner	Event	IISCCORUN 2024	Venue	Governor Roque B. Ablan Ave., Centennial Arena, Laoag City	Date   Time	26 April 2024, Friday, 7:00 – 10:00 PM (indicative date)	No of Pax	Five Hundred (500) pax only	Lot 1	
TPB Assistance	Hosted Dinner												
Event	IISCCORUN 2024												
Venue	Governor Roque B. Ablan Ave., Centennial Arena, Laoag City												
Date   Time	26 April 2024, Friday, 7:00 – 10:00 PM (indicative date)												
No of Pax	Five Hundred (500) pax only												

	Must be able to accommodate dietary restrictions of guests (i.e., halal, vegetarians, pescetarian, diabetics, people with allergies)		
	<p><b>INDICATIVE PROJECT IMPLEMENTATION SCHEDULE</b></p> <p>26 April 2024, Friday</p> <p>Note: Dates are Subject to change based on advise of TPB and concerned Riders/Motorcycle Associations.</p>	Lot 2	

**I hereby certify to Comply with all the above Technical Specifications.**

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature over Printed Name of  
Representative

\_\_\_\_\_  
Date

**Omnibus Sworn Statement (Revised)**  
*[shall be submitted with the Bid]*

---

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, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**
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 responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid,

if any; and

- d. Inquiring or securing 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.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_ day of \_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Iurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*

## **TECHNICAL SPECIFICATIONS**

### **SERVICE PROVIDER FOR THE FOOD AND BEVERAGE REQUIREMENTS FOR THE PHILIPPINE MOTORCYCLE TOURISM (PMT) ASSISTED**

#### **RIDERS/MOTORCYCLE ASSOCIATIONS RIDING EVENTS**

##### ***"IISCCORUN 2024"***

---

### **I. BACKGROUND**

The Philippine government's latest effort to revive the tourism industry and bounce back from the economic setback of the pandemic, the Philippine Motorcycle Tourism (PMT) Program, was a resounding success following numerous events requested and staged by various motorcycle rider associations for CY 2022 which generated impressive feedbacks and appreciation.

The Department of Tourism (DOT) and the Tourism Promotions Board (TPB) Philippines, in cooperation with various motorcycle rider associations and clubs spearheaded the innovative program to bring back the confidence of the public to travel within the country while exercising "new normal" guidelines and safety protocols on the road, on two wheels.

With the resumption of leisure travel across diverse local destinations, TPB and DOT are optimistic that the continuing programs of the PMT will help boost further domestic tourism and the local economy as riders take the wheel in promoting Philippine tourist spots in endview helping local businesses and tour operators.

In order to sustain the interest and passion of motorcycle tourism riders to engage in a fun drive while promoting domestic tourism, the TPB for CY 2024, will continue the Philippine Motorcycle Tourism (PMT) Support to Riders/Motorcycle Associations Riding Events

Solid North Adventure Tour Philippines, In. (SNATPI) is a Non-Government Organization primarily organizing motorcycle tourism activities in the Philippines for the 3<sup>rd</sup> Ilocos-Isabela-Cagayan Valley-Cordilera 1,000km Motorcycle Run (IISCCOR) on April 26-28 at Gov. Roque Ablan Ave., Laoag City, Ilocos Norte.

IISCCORUN 2024 supports one of the flagship program of the Department of Tourism (DOT) through the Tourism Promotions Board (TPB) advocacy in promoting Philippine Motorcycle Tourism in the country.

By supporting this event, PMT aims to promote a circuit of tourist destinations within the entire ride itinerary that every participant will take a photo documentation and post in the official Facebook page of TPB-PMT using the #LoveThePhilippines, #TourismPromotionsBoard and #PhilippineMotorcycleTourism and generate downloads for the Travel Philippines App.

The Tourism Promotions Board (TPB) Philippines needs the services of a Service Provider for the Food and Beverage requirement for the PMT Assisted Event “IISCCORUN 2024” on April 26, 2024.

## II. OBJECTIVES

This activity aims to:

- Promote Philippine Motorcycle Tourism while advocating road safety travel among the participants and adapt the government’s safety guidelines and protocols in the hospitality industry;
- Explore and promote the different tourist destinations in the country”;
- Contribute to increase in the sales of the tourism business industries in the city amidst pandemic; and
- Encourage more motorcycle sports enthusiasts to engage in a tourism activity as a potential niche tourist product.

## III. SCOPE OF WORKS AND SERVICES

### D. Specifications

TPB Assistance	Hosted Dinner
Event	IISCCORUN 2024
Venue	Governor Roque B. Ablan Ave., Centennial Arena, Laoag City
Date   Time	26 April 2024, Friday, 7:00 – 10:00 PM (indicative date)
No of Pax	Five Hundred (500) pax only

Provider must be able to offer a wide selection of international buffet selection with one round of drink. (Submit menu for selection prior to the event)

- E. Must be able to provide sufficient number of uniformed and well-trained banquet service personnel; standby waiters for all VIP tables and a dedicated Event Sales Leader to attend to all arrangements.

- F. Must be able to accommodate dietary restrictions of guests (i.e., halal, vegetarians, pescetarian, diabetics, people with allergies)

#### **IV. INDICATIVE PROJECT IMPLEMENTATION SCHEDULE**

26 April 2024, Friday

*Note: Dates are Subject to change based on advise of TPB and concerned Riders/Motorcycle Associations.*

#### **V. ELIGIBILITY REQUIREMENTS**

The F&B provider must be:

1. An accredited member of the Philippine Government Electronic Procurement System (PhilGEPS).
2. Legally registered establishment under the Philippine Laws
3. Operating a food business for the last three (3) years  
Preferably, an accredited establishment of the Department of Tourism (DOT)

#### **VI. APPROVED BUDGET FOR THE CONTRACT (ABC)**

The total ABC is **TWO HUNDRED THOUSAND PESOS (Php200,000.00 )** inclusive of all applicable taxes and fees.

#### **VII. TERMS OF PAYMENT**

- A. Supplier must be amenable to no down payment policy.
- B. Supplier must be amenable to send bill arrangement.
- C. Full payment is thirty working days after services are rendered in full/complete.
- D. Supplier must submit a Statement of Account (SOA) / Billing Statement for the processing of payment:

The Statement of Account / Billing Statement with detailed costs for all services rendered to include management fee must be addressed to:

**TOURISM PROMOTIONS BOARD PHILIPPINES**  
4/F Legaspi Towers 300, Roxas Blvd., Manila 1100  
c/o the Domestic Promotions Department

- E. The bidder is encouraged to have a Landbank account. Payment will be made through an LBP bank deposit. Should the winning bidder not have account in LBP, bank charges to a preferred alternate bank will be shouldered by the bidder.

#### **VIII. CONTRACT DURATION**

The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.

**IX. CONTACT PERSON**

**MICHELLE S. ALCANTARA**  
Domestic Promotions Department  
[michelle\\_alcantara@tpb.gov.ph](mailto:michelle_alcantara@tpb.gov.ph)

**EDMON GERALD A. LOZA**  
Domestic Promotions Department  
[edmon\\_loza@tpb.gov.ph](mailto:edmon_loza@tpb.gov.ph)