

## STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

### SERVICE PROVIDER FOR THE IMPLEMENTATION OF THE TOURISM PROMOTIONS BOARD (TPB) 2024 TEAM-BUILDING ACTIVITY

Bidders must state here either “**Comply**” or “**Not Comply**” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. **Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidder Bid and cross-referenced to that evidence. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.**

ITEM NO.	SPECIFICATIONS	STATEMENT OF COMPLIANCE
1.	<p><b>Details:</b></p> <p>Engagement Activity : TPB 2024 Team Building Activity</p> <p>Concept : Scavenger Hunt</p> <p>Schedule : 24-26 July 2024</p> <p>No. of Participants : 200 pax</p> <p>Venue : Whiterock Beach Hotel &amp; Waterpark - Subic, Zambales</p>	
2.	<p>Provision of the following:</p> <p><b>Pre-Session:</b></p> <ul style="list-style-type: none"> <li>-Customized Program Outline based on the objectives and concept subject for approval</li> <li>-Poster Announcement in jpeg or pdf format or 30-second Teaser video</li> <li>-Poster layout to be to be approved by TPB</li> </ul>	
3.	<p><b>In-Session:</b></p> <ul style="list-style-type: none"> <li>-At least one (1) Resource Speaker/ Program Facilitator based on the topic provided by TPB with the following qualifications:                             <ul style="list-style-type: none"> <li>a. Knowledgeable in any type of teamwork and interactive interventions</li> <li>b. Have conducted at least five (5) similar interventions for the past five (5) years as indicated in the CV to be submitted</li> <li>c. Program for 16 hours subject for approval upon award</li> </ul> </li> <li>-Program management team:                             <ul style="list-style-type: none"> <li>a. At least one (1) dedicated Program Coordinator/ Program Assistant</li> <li>b. At least five (5) personnel that will assist during the session</li> </ul> </li> <li>-Program facilitation</li> <li>-Supplies and materials needed for the duration of the program</li> <li>-Awards, Prizes and/ or tokens (in kind or monetary) for individual and group activity winners</li> <li>-Synthetization of the result of the activity/program</li> </ul>	
4.	<p>Incidental, and other miscellaneous and on-site related expenses amounting to Twenty-Thousand Pesos (PhP20,000.00).</p>	

## STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

5.	Price quotation is Inclusive of transportation, accommodation, meals, and other expenses of the PMT representatives.	
6.	<b>PROJECT IMPLEMENTATION SCHEDULE</b> Team Building Proper : 24-26 July 2024 Program : 2 days / maximum of sixteen (16) hours	
7.	<b>ADDITIONAL TECHNICAL REQUIREMENTS</b> Firm/ Company has been involved in providing five (5) similar services in government and/or private offices for at least three (3) years. -For Ongoing Project – submit any of the following: Notice of Award, Notice to Proceed, or Contract -For Completed Project – submit Certificate of Project Completion	
8.	Must be able to offer customized content and programs that are tailor-fit to TPB’s needs and objectives (not generic, one-size-fits-all materials)	
9.	Submit list of Resource Speaker/ Program Facilitator and assistants/ marshals who will synthesize the activities with Curriculum Vitae.	
10.	Statement of acceptability of the schedule of the Scope of Deliverables.	
11.	The Approved Budget for the Contract is <b>THREE HUNDRED FIFTY THOUSAND PESOS (Php350,000.00)</b> inclusive of all applicable fees and taxes.	
12.	<b>Terms of Payment</b> Payment within thirty (30) days upon full completion of the services with deliverables and submission of the invoice.	
13.	All incurred charges during the event proper will be settled thru send-bill arrangement	
14.	Supplier must submit a Statement of Account (SOA) or Billing Statement for processing of payment	
15.	Payment will be made through the Land Bank of the Philippines (LBP) account. Should the winning bidder not have an account in LBP, bank charges to the preferred alternate bank will be shouldered by the bidder.  <i>Note: Original copy of Statement of Account / Billing Statement and Official Receipt shall be personally brought to TPB Office. Otherwise, the delivery fee will be shouldered by the supplier.</i>	
16.	<b>CONTRACT DURATION</b> The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.	

**NAME AND SIGNATURE OF AUTHORIZED REPRESENTATIVE / DATE**