



16 January 2025

REQUEST FOR QUOTATION

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

RFQ No. TPB-PR 2025.01.013

Requirements: Services of a Tour Operator for the Philippine Motorcycle Tourism (PMT) Support to Federations' National Events "28th National Federation of Motorcycle Clubs in the Philippines (NFMCP) Annual Convention and Philippine Vespa Days 2025" (3rd Posting)

Quantity	Particulars	Estimated Unit Price (PhP)	Total Amount (PhP)
1 lot	Logistical Requirements for Federations' NationalEventsI. 28th NFMCP Annual Convention04-06 April 2025/Bacolod	PhP120,000.00	PhP200,000.00
	 <u>Deliverables</u> Air ticket (2 Pax) Manila-Bacolod-Manila for 2 pax 04-06 April 2025/Bacolod *airline tickets should be rebookable, refundable and reroutable Accommodation (2 Pax / 2 Nights) 04-06 April 2025 / Bacolod City Standard/Single or Twin with Breakfast Meals (2 Pax) PhP1,500.00/pax/meal Lunch for 3 days / Dinner for 2 nights Coordination Meeting Provision for miscellaneous expenses worth PhP5,000.00 		
	 II. 3rd Philippine Vespa Days Conference 3 Pax TPB Officers 16-18 May 2025 / Clark Freeport, Pampanga 	PhP80,000.00	
	 Deliverables 1. Accommodation (3 Pax / 2 Nights) 16-18 May 2025 / Clark, Pampanga Standard/Single or Twin with Breakfast 2. Meals (3 pax) PhP1,500.00/pax/meal Lunch for 3 days / Dinner for 2 nights 3. Transportation (3 Days) 1 Unit Van /10 -12 seaters/ACU Preferably 2017 model van (present OR/CR) Route: Manila-Clark-Manila 12 hours/day with 4 hrs overtime Inclusive of toll fees, gasoline, and overtime Well uniformed driver 		

TOURISM PROMOTIONS BOARD PHILIPPINES





	4. Coordination Meeting	
	Provision for miscellaneous expenses worth	
	PhP5,000.00	
	Legal Documents	
	 PhilGEPS Registration Certificate 	
	 Business/Income Tax Return 	
	 Mayor's Permit 	
	 Omnibus Sworn Statement 	
	Eligibility Requirements	
	 Company Profile and SEC/DTI/CDA 	
	Registration, as applicable	
	 List of at least three (3) similar projects 	
	handled for the last five (5) years	
	 DOT Accreditation 	
	Attachments:	
	1. Technical Specifications	
	2. Revised Omnibus Sworn Statement	
	3. Compliance to the Technical Specifications	
	Notes:	
	 All entries must be typewritten in your 	
	company letterhead.	
	 Price Validity shall be for a period of <u>thirty (30)</u> 	
	calendar days.	
Terms	As stated	
Delivery	As stated	
ABC	PhP200,000.00, inclusive of applicable taxes	

Please submit your **quotation** together with the **legal and eligibility documents** enumerated above to email address **bac_sec@tpb.gov.ph/kristine_aclan@tpb.gov.ph** not later than **22 January 2025 at 5:00 PM**.

The submission of the quotation and other documents shall be in one (1) compressed file folder. For easy identification of email, the subject shall be in this format: **Vespa Events_<Company Name>.**

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. VILLA FRANCA Acting Head Procurement Management Division Finance Department

Contact person: Kristine Heizelle B. Aclan

Technical Specifications

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 Bidders Bid and cross-referenced to that evidence**. <u>Evidence shall be in the form of manufacturer's un-amended sales</u> literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. 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, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.</u>

ltem	Specification	Statement of Compliance (Comply/Not Comply)			
-	ATIONAL FEDERATION OF MOTORCYCLE CLUBS IN THE PHILIPPINES				
	4-06 April 2025 / Bacolod				
1	<u>AIR TICKETS</u>				
	Manila-Bacolod for 2 pax on 04 April 2025				
	Bacolod-Manila for 2 pax on 06 April 2025				
	*airline tickets should be rebookable, refundable and reroutable				
2	ACCOMMODATION				
	For 2 pax Standard category (if applicable/ available) or its equivalent for two (2)				
	nights on 04–06 April 2025 (with breakfast) based on Single/ Twin occupancy				
3	MEALS				
	To provide meals worth Php1,500.00/day for two (2) TPB Official & Personnel for				
	two (2) days inclusive of three (3) lunch and two (2) dinner meals.				
4	COORDINATION MEETING				
	To provide Coordination Meeting Expenses/Incidentals in the amount of PhP				
	5,000.00				
3 rd PHI	LIPPINE VESPA DAYS CONFERENCE				
Clark, F	Pampanga/16-18 May 2025				
	ACCOMMODATION				
1	For 2-3 pax Standard category (if applicable/ available) or its equivalent for two				
	(2) nights In Clark Freeport on 16–18 May 2025 (with breakfast) based on				
	Single/ Twin occupancy				
2	MEALS				
	To provide meals worth Php1,500.00/day for three (3) TPB Official & Personnel for				
	three (3) days inclusive of three (3) lunch and two (2) dinner meals.				
3	TRANSPORTATION				
	a. One unit (1) van				
	b. Duration: For three (3) days, (12 hours/day including additional 4 hours of				
	overtime pay if needed)				
	c. 10-12 seaters				
	d. Air-conditioned				
	e. Preferably 2017 model van (present OR/CR) f. Route: Manila-Clark-Manila				
	g. Inclusive of toll fees, gasoline, and overtime				
	h. Well uniformed driver				
4	COORDINATION MEETING				
	To provide Coordination Meeting Expenses/Incidentals in the amount of				
	PhP 5,000.00				