

Reference No. TPB/RFQ 2015 - 532

REQUEST FOR PROPOSAL

The **Tourism Promotions Board (TPB)**, thru the Bids & Awards Committee (BAC), invites interested bidders to submit proposals for the hereunder project:

**Project: 36th ASIAN CONFERENCE ON REMOTE SENSING (ACRS) 2015
DINNER RECEPTION
19 October 2015 | Metro Tent**

**CULTURAL ENTERTAINMENT
TERMS OF REFERENCE**

- BACKGROUND** : The Philippine Geosciences and Remote Sensing Society is a group of experts in the field of Remote Sensing whose objective is to promote and advance the application of Remote Sensing in areas of education, industry, research and public service for the Filipino people and the country.
- TPB's assistance to the group will include the provision of a 20-30 minutes cultural show / entertainment during Cultural Night dinner reception of the group on 19 October 2015, between 6:00 – 7:00 pm at the Metro Tent, Ortigas
- SPECIFICATIONS** : 1. Date / Time: 19 October 2015 | 6:00 – 7:00 pm
2. Venue: Metro Tent, Ortigas
3. Audience: 1000 pax
4. Length of Show: 20-30 minutes lively cultural music and dance presentation to draw crowd's attention
- GUIDELINES** : 1. The presentation should depict the best of the Philippine dances and fit for an international audience
2. The presentation should be appropriate to the venue
3. The entertainment company shall provide the costumes and props necessary for the performances
4. The presentation should promote Filipino culture through dance and music.

ELIGIBILITY REQUIREMENTS:

1. Must be Filipino owned operated and legally registered Creative Service Provider under Philippine laws.
2. Must have a minimum of 20 years experience in organizing medium scale events and performances of dances ranging from folk, ballroom, modern and contemporary genres, featuring Filipino artists and talents
3. Must have conducted world tours and short tours in different continents
4. Must have joined world dance competitions
5. Must have the expertise in the conceptualization and in the direction of performance in all fields of cultural dances
6. Must be duly accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS)

BUDGET : Inclusive of all government taxes:
Php 60,000.00

LEGAL DOCUMENTS :
1. Company profile
2. PhilGEPS Accreditation Papers
3. List of local and international clientele serviced
4. BIR Registration Certificate
5. Valid Mayor's Permit / license to operate
6. DTI Business Registration / SEC Certificate

CONTRACT OF SERVICE : The financial proposal should cover the following expenditures:
1. Professional fees of performers and production assistants
2. Costumes and props of the performances
3. Dry run and technical rehearsals
4. Transportation expenses and meals

Bid price ceiling is **Php 60,000.00** inclusive of all applicable taxes. Deadline for submission of bids should be at the close of office hours on _____.

For particulars, please contact **MS. MAYET SANTILLAN / MS. CHARISSE MARIE FAJARDO** at telephone numbers (02) 525-1153 and 525-9318 loc 228 or 231 or email at mayette_santillan@tpb.gov.ph and charisse_fajardo@tpb.gov.ph

INSTRUCTION TO BIDDERS:

Please submit your quotation and legal documents in a sealed envelope on or before 10:00am, 29 September 2015, addressed to Mr. Nilo C. Abon, Procurement and General Services Division, Administrative Department, TPB, 4th Floor Lagaspi Towers 300 Roxas Boulevard, Manila (Tel. no. 525-9318 loc. 246 / 214).

Eligible consultants may require to make presentation of their Creative Concept and Plan of Approach for the project and will be given a maximum of 30 minutes to present. (TBA)

Please address your quotation to the undersigned.

Thank you very much.

NILO C. ABON

Officer – In – Charge
Procurement and General Services Division

21 September 2015