

30 September 2016

### REQUEST FOR QUOTATION

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

**Quotation No. TPB-PR 2016.09.541**

**Requirements :** Tour Operator Services

**Project Title :** Corporate Social Responsibility – EL Nido, Palawan

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount(Php)
1 lot	<p><b>Tour Operator Services – Corporate Social Responsibility – Palawan</b> <b>Date: 22-25 October 2016</b></p> <p><b>Scope of Work/Deliverables:</b></p> <ol style="list-style-type: none"> <li>1. Accommodation in El Nido (Overnight)               <ol style="list-style-type: none"> <li>a. Ipil Suites</li> <li>b. 12 Deluxe Room/Twin Sharing</li> </ol> </li> <li>2. Tour Guide Services (4 days) 1 Guide per vehicle</li> <li>3. Land Transportation Coaster (can accommodate 24 pax) or 3 Vans (Hi Ace, Grandia or Starex)</li> <li>4. *To Cover Cost for Liter of Light Project               <ol style="list-style-type: none"> <li>a. 50 pcs lamps</li> <li>b. 25 pcs Liter of Light T-Shirts</li> <li>c. Round Trip Airfare (ENI-PPS-ENI) and land transfers in El Nido (2 pax)</li> <li>d. Overnight Accommodation in El Nido (2pax)</li> <li>e. Shipment of Lamplights</li> </ol> </li> <li>5. To Cover Cost for Indigenous People (IP) Seminar               <ol style="list-style-type: none"> <li>a. Food for IP (Boodle Fight Set-up) – approx. 50 pax</li> <li>b. 50 pcs Hygiene Kit (Soap, toothbrush, toothpaste, Shampoo and Conditioner, etc.)</li> <li>c. Prizes for Fun Games (15 pax)</li> </ol> </li> <li>6. To Cover Cost for Coral Assessment Activity (23 pax)               <ol style="list-style-type: none"> <li>a. Boat rental</li> <li>b. Snorkeling Gears</li> <li>c. Bottled water on board</li> </ol> </li> </ol>	375,000.00	375,000.00

	<p>* TPB to handle arrangement with Liter for Light Organizers</p> <p>Please see attached Term of Reference for details.</p> <p><b>Note:</b>  <i>Cost of items in quotation should be broken down.  Price quoted should be adjusted, should there be sponsorship for some of the package components.</i></p>		
Terms	30 days upon receipt of invoice		
Delivery	As stated		
ABC	Php375,000.00 inclusive of service charge and all applicable taxes		

Please submit your **quotation and legal documents** not later than **11 October 2016, 12:00 PM**, email to janet\_villafranca@tpb.gov.ph, subject to the Terms and Conditions stated herewith and the shortest time of delivery, duly signed by your representative to the Procurement and General Services Division, Administrative Department, 4th Floor, Legaspi Towers 300, Roxas Blvd., Manila, addressed to the undersigned.

Thank you very much.

(Sgd.)

**REMIGIO U. PAGADUAN, JR.**

Officer- In- Charge

Procurement and General Services Division

Contact Person

JANET G. VILLAFRANCA

Contact No

5259318 loc. 246 / 5257312

Note: **Proposal must be typewritten in your company letterhead.**

Price Validity shall be for a period of thirty (30) calendar days.

New Suppliers must submit the following legal documents to be eligible to participate in the bidding:

1. SEC/DTI Registration Certificate
2. Mayor's Permit/License
3. BIR Registration / TIN
4. Company Profile/Reference
5. PhilGEPs Certificate