

30 July 2018

REQUEST FOR QUOTATION

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

Quotation No. **TPB-PR 2018-07-421**

Requirements : **Accommodation Requirements**

Project Title : **NAITAS Travel & Trade Show**

Quantity	Particulars	Estimated Total Amount
1 Lot	<p>I. Accommodation</p> <p>Date : 09-13 August 2018 (4 nights)</p> <p>Venue : Trinoma Activity Center, Quezon City</p> <p>II. Background Information</p> <p>NAITAS Travel & Trade show promises to again be the Philippines liveliest travel, tourism and trade fair promoting outbound and inbound destinations and allied products and services.</p> <p>The NTTs year 4 comes to you at the Trinoma Activity Center on 10-12 August 2018 and promises to be the Philippines' most diverse travel, tourism and trade caravan promoting international and especially local destinations and allied products and services.</p> <p>NAITAS NTTs is brought to life by the National Independent Travel Agencies (NAITAS), an association with more than 400 members and 13 chapters all over the Philippines.</p> <p>There will be a Philippine Pavilion wherein the TPB and DOT Regional Offices will be staying on the same pavilion for promotional activities during the event.</p> <p>III. Specific Requirements</p> <p>a) Provide hotel accommodation inclusive of complimentary breakfast and <i>dinner</i> on 09-13 August 2018 (4 nights)</p> <p>b) Preferably a 3 – 4 star category</p> <p>c) Located within 2 kilometer radius in the vicinity of Trinoma Activity Center, Quezon City</p> <p>d) Three (3) standard/deluxe</p> <p>e) triple sharing rooms</p> <p>f) Check-in – 09 August 2018 Check-out – 13 August 2018</p>	Php 66,000.00

	IV. Eligibility 1. Must be operated and legally registered hotel company under Philippine law and DOT Accredited; 2. Must be duly accredited with the Philippine Government Electronic Procurement System (PHILGEPs) 3. Must have a minimum of 3 year experience in the hotel business;	
Terms	30 days upon receipt of invoice	
ABC	66,000.00 inclusive of all applicable taxes	

Please submit your quotation and legal documents thru email address: tpbgسد@gmail.com cc: maria_ponting@tpb.gov.ph not later than **3 August 2018, 10:00 a.m.**, 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.

NILO C. ABON

Officer- In- Charge

Procurement and General Services Division

Contact Person

MARIA SALVE CATRIONA U. PONTING

Contact No

5259318 loc. 217 / 5257312

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

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

1. Mayor/Business Permit Certificate
2. Income/Business Tax Return Certificate
3. PhilGEPs Registration Certificate
4. Omnibus Sworn Statement (format can be requested from the email indicated)

Note:

Per DBM Circular Letter 2016-10, the Tourism Promotions Board will be implementing checkless mode of payment to all its suppliers and stakeholders effective immediately. (Please see attached file for guidelines. "ANNEX A")