

TPB/RFQ-2018-07-373

REQUEST FOR QUOTATION

2nd Posting
PR#7.012

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

TERMS OF REFERENCE

PROJECT TITLE: TPB'S CORPORATE SOCIAL RESPONSIBILITY (CSR) PROGRAM 2018 2nd Leg
NO. OF FAX : 80 Pax
BUDGET : Php 60,000.00 inclusive of all applicable taxes

OBJECTIVE :

This Project requires the engagement of a bus rental company for the provision of land transportation to transfer TPB personnel from Legaspi Tower 300 to Dolores, Quezon (18 August 2018) with stopovers for AM, PM Snack, Lunch and vice versa on the same date.

REQUIREMENTS AND CONDITIONS:

Particulars	
Timeframe	1 day
Pick-up/Drop off Point	Legaspi Towers 300 – Dolores, Quezon (Jump off point) – Legaspi Towers 300 *with stopover for AM snack, Lunch and PM Snacks
No. of Vehicles	2
Model/Type of Vehicles	TRourist Bus-not older than 2015

REQUIREMENTS AND CONDITIONS:

1. Must be a PhilGEPS registered and DOT accredited Tourist Transport Company.
2. Drivers must be familiar with the areas indicated in the itinerary.
3. Package should include gasoline, toll fees and parking fees.
4. Vehicle Requirement
 - Good working Conditions
 - Air-conditioned
 - With existing credit line with TPB or would allow send bill arrangement.

TERMS OF PAYMENT:

- Full payment shall be expected thirty (30) days after the receipt of the Statement of Account

PROJECT OFFICERS/CONTACT PERSON:

Ms. Marivic M. sevilla
OIC – Corporate planning & Business Development Department
Email Address: mavic_sevilla@tpb.gov.ph.
Tel. No: 525-6443 / 525-9318 Local 270

Ms. Thyrrise Dhenice S. Juan
Project Officer
Email address: thyrrise_juan@tpb.gov.ph

Please submit your quotation and legal documents not later than **17 July 2018, 5:00 p.m.** in a **SEALED ENVELOPE**, subject to the Terms and Conditions attached herewith, stating 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.

Thank you very much.



NILO C. ABON



Officer – In – Charge
Procurement and General Services Division

Contact Person	JOSE T. DUCUSIN, JR.
Contact No	525-93-18 loc 208

Note: All entries 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
6. Omnibus sworn Statement (annex A)
7. Annual Income Tax Return

ITINERARY FORM

Project Name: CSR 2018 LAGUNA – 2ND LEG

Date: 18 AUGUST 2018

Venue: MT. BANAHA, LAGUNA

Date/Time	Activity	Remarks
4:00 AM	Assembly at LT 300	
4:30 AM	Departure from LT 300	
4:30:00 AM to 06:00AM	Travel to San Pablo, Laguna	*with stop over for AM Snacks
6:00-6:30AM	Meet-up of Haribon Forester and participants at San Pablo, Laguna.	Haribon Forester will wait for participants at the PTT Gas Station located just after or adjacent to SM City San Pablo, Laguna
7:30AM- 08:15AM	<ul style="list-style-type: none"> -Get down vehicle and gather at base point going to restoration site -Welcome remarks from the San Cristobal Farmers' Association and Sangguniang Barangay of San Cristobal (site partners) -Orientation on the forest restoration goal, bringing back biodiversity, advocating rainforestation, and planting native tree seedlings the right way 	
08:15AM - 09:45AM	Trek to the planting site	
9:45 AM – 10:45 AM	Tree planting time (plant at least 15 seedlings!)	
10:45 AM – 11:45 AM	Descent/return to the jump-off point	
11:45 AM – 12:00 PM	Wash-up, wind down	
12:00 PM – onwards	Lunch and return travel of participants' to LT 300	Venue for lunch: TBA *with PM Snacks

As of: 28 June 2018

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized Special Power of Attorney;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable:)]*;

3. *[Name of Bidder]* is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ____ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ____ at ____.

Witness my hand and seal this ____ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____