

9 August 2018

REQUEST FOR QUOTATION

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

Quotation No. TPB-PR 2018.08.450

Requirements : Services of a Tour Operator

Project Title : Site Inspection and Actual Implementation – CSR Surigao Del Sur

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount(PhP)
1 lot	<p>Services of a Tour Operator</p> <p>Date of Site Inspection: 19-23 August 2018 Date of Implementation: 24-27 September 2018 Destination: Surigao Del Sur</p> <p>A. AIR TICKET REQUIREMENTS Site Inspection (2 Pax) 27 AUG/MNL-CEB/5J563 0410-0535 27 AUG/MNL-CEB/DG6951 28 AUG/BXU-MNL/5J788 1815-1955</p> <p>Implementation (25 pax) 24 SEPT/MNL-BXU/PR2967 0455-0620 27 SEPT/BXU-MNL/5J794 1250-1435</p> <p><i>*Regular Economy, rebookable and refundable</i></p> <p>B. ACCOMMODATION WITH BREAKFAST Site Inspection Hotel in Tandag City (27-28 August) One (1) Twin Deluxe Room</p> <p>Implementation Hotel in Tandag City (24-27 September) Nine (9) Triple Deluxe Rooms</p> <p><i>*DOT Accredited</i> <i>*Provision for 2-hr free use of meeting room on 24 Sept</i></p> <p>C. TRANSPORTATION Site Inspection (27-28 August) One (1) Van or Car</p>	572,000.00	572,000.00

	<p>Implementation (24-27 September) Three (3) Vans – Toyota Hi-Ace or Hyundai Starex Van – model not older than 2015</p> <p>D. IMPLEMENTATION OF SITE INSPECTION <i>See attached Itinerary and Terms of Reference</i></p> <p>Please see attached Terms of Reference and itinerary for details.</p> <p><i>The proposal shall include budget breakdown of the tour components</i></p>		
Terms	30 days upon receipt of invoice		
Delivery	As stated		
ABC	PhP572,000.00 inclusive of service charge and all applicable taxes		

Please submit your **quotation and legal documents in a sealed envelope** not later than **15 August 2018, 12:00PM**, 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.)

NILO C. ABON

Officer- In- Charge

Procurement and General Services Division

Contact Person

JANET G. VILLAFRANCA

Contact No

5259318 loc. 246 / 5257312

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. PhilGEPS Registration Number
2. Mayor/Business Permit Certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement
5. Company Profile