

5 October 2018

REQUEST FOR QUOTATION

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

Quotation No. TPB-PR 2018.10.666

Requirements : Catering Services
Project Title : 7th Asia Euro Tourism, Hospitality, and Gastronomy Opening Ceremonies

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount(PhP)
1 lot	Food and Beverage Requirements Date: 15 November 2018 Venue: Far Eastern University Manila Campus Guests: 200 pax Local and foreign guests <u>Scope of Deliverables</u> <ul style="list-style-type: none"> • The F&B AM snack package can accommodate to 200 pax, inclusive of free flowing beverages (soda, juices, coffee and tea) • Menu must be Halal friendly – no pork, no lard, no alcohol • The menu should showcase at least 2 savory and 2 sweet dishes • The dishes would be served pass around style to all participants • Provide the necessary amount of manpower (e.g. food servers, and wait staff) for the number of pax expected • The approved menu will be subjected to a food tasting for the client and representatives Please see attached Terms of Reference for details	100,000.00	100,000.00
Terms	30 days upon receipt of invoice		
Delivery	15 November 2018		
ABC	PhP100,000.00 inclusive of service charge and all applicable taxes		

Please submit your **quotation and legal documents** not later than **11 October 2018, 12:00PM**, 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.)

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