

8 November 2018

REQUEST FOR QUOTATION

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

Quotation No. TPB-PR 2018.11.775

Requirements : Tour Operators Services

Project Title : PDOT Tokyo Media Familiarization Tour - Manila, El Nido, and Davao

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount(Php)
1 lot	Tour Operator Services Date: 22 November - 10 December 2018 Destination: El Nido, Manila, and Davao A. Accommodation with Breakfast 1. Manila a. The Manila Peninsula 22-23 Nov 4 Single rooms b. Fairmont Makati 25-26 Nov 8 Single rooms c. Grand Hyatt or Shangri-La at the Fort 28 Nov – 1 Dec 4 Single rooms 2. El Nido Apulit Island, El Nido Resorts 23-25 Nov 8 Single rooms 3. Davao Marco Polo Davao 26-28 Nov 3 Single rooms	909,000.00	909,000.00

	<p>B. Land Transportation Requirements per itinerary</p> <p>C. Local Guide (22 Nov – 1 Dec) 1 Japanese-speaking guide (fluent in English and Tagalog)</p> <p>D. Meals All meal requirements per itinerary</p> <p>E. Tours and Activities</p> <ul style="list-style-type: none"> • Implementation of the itinerary • Secure shooting and filming permits <p>F. Other Requirements Provision for cold towels, bottled water, snacks, incentivized tour kit, first aid kit on board,</p> <p><i>Proposal should have an itemized breakdown of requirements</i></p> <p><i>Please see attached Itinerary and Terms of Reference for details</i></p>		
Terms	30 days upon receipt of invoice		
Delivery	As stated		
ABC	PhP909,000.00 inclusive of service charge and all applicable taxes		

Please submit your **quotation and legal documents** not later than **14 November 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. VILAFRANCA

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