

**Request for Quotation**

13 February 2019

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

**Quotation No. TPB-PR.2019.02.110**

PR No. 2.041 / 1/14/2019

**Requirements : CONSULTANT / CONSULTING FIRM**

**Project Title : CONSULTING SERVICES TO ASSIST THE TPB ON HOW IT MAY BETTER TO FULLFILL ITS MANDATE**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
LOT	<p style="text-align: center;">CONSULTANT / CONSULTING FIRM</p> <p style="text-align: center;">CORE OBJECTIVES</p> <p>1. To provide TPB with an in depth research work and study on the implementation of RA9593 identifying, if any, existing points of collaboration between the agencies, and points of competition and conflict especially with regard to policy direction, program implementation and funding;</p> <p>2. To come up with action plans and strategies to enhance points of collaboration, and minimize or resolve points of competition and conflict to allow the TPB to better fulfill its mandate especially with regard to policy direction, program implementation and funding.</p>	P750,000.00	P750,000.00

## SCOPE OF WORK AND DELIVERABLES

1. Conduct and facilitate stakeholder consultations within TPB and with other tourism agencies, such as the DOT, TIEZA, Duty Free Philippines Corporation (DFPC), among others (collectively, the "National Tourism Agencies");

2. Conduct research on the interactions of the National Tourism Agencies, and providing comparisons with other national tourism agency structures in the Southeast Asian region, or in other parts of the world;

3. From the consultations and research, identify existing points of collaboration between the agencies, and points of competition and conflict and proposing strategies to enhance points of collaboration, and minimize or resolve points of competition and conflict;

4. Advise and assist the TPB Board of Directors and its senior officers in identifying and pursuing the appropriate course of action to allow the TPB to better fulfill its mandate, which may involve one or more of the following courses of action:

a. Consultation with senior officers and/or board of directors through the conduct of consultative meetings.

b. Assisting the TPB in the development and implementation of specific plans, programs or policies

c. Preparation of draft agreements with other tourism agencies or other government agencies

d. Preparation of draft implementing rules and regulations

e. Preparation of draft amendments to the Tourism Act of 2009 (Republic Act No. 9593

#### DURATION OF WORK

The Consultant or consulting firm shall be engaged for six (6) months commencing from the issuance of Notice to Proceed (NTP).

#### SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENTS

Approved Budget for the Contract (ABC) is Seven Hundred Fifty Thousand Pesos (PHP 750,000.00) for six months (inclusive of VAT) subject to milestones / schedule of payment to be approved by TPB.

The Consultant is expected to report to TPB based on a schedule that is acceptable to both parties to discuss procedural and substantive aspects of the project.

#### QUALIFICATION OF CONSULTANT/CONSULTING FIRM

- The Consultant must have extensive and in-depth understanding of the principles and rationale of RA 9593 or the Tourism Act of 2009.

- The Consultant, either as an individual or the principals/senior officers of a firm, is expected to have academic training in one or more of these fields: tourism, public policy, law, economics, or business, with at least ten (10) years experience working specifically in the tourism sector, with significant exposure to tourism policy. For a firm, the credentials of up to three principals/senior officers may be submitted for consideration.

#### PROPOSAL

The Consultant / Consulting Firm will be expected to submit technical and financial proposals which include:

	<p>1. A brief profile and description of the Consultant / Consulting Firm demonstrating their understanding of the principles and rationale of RA 9593 or the Tourism Act of 2009 as can be indicated by the extent of exposure to and / or experience in the crafting and / or implementation of said law;</p> <p>2. A brief profile of at least three personnel who will be assigned in the projects showing areas of specialization;</p> <p>3. A copy of Certificate of Registration or Incorporation;</p> <p>4. PhiiGEPS Certificate;</p> <p>5. A copy of Valid Tax Compliance Certificate (for local suppliers); and</p> <p>6. Other documents as required under R.A. 9184.</p> <p>OTHERS</p> <p>1. Proposals shall be subject to Quality Cost Base Evaluation (QCBE).</p> <p>2. Bidders, at the option of the end user, may be asked to make a presentation of their proposal.</p> <p>3. Rating will be based on the attached rating sheet and the following percentage:</p> <p>Technical 85%</p> <p>Financial 15%</p> <p>Note: Suppliers Bid Presentation date: February 26, 2019, 10:00 a.m. at TPB office</p>		
Terms	30 days upon receipt of invoice		
ABC	<b>Php750,000.00</b> inclusive of all applicable taxes		

Please submit your quotation and legal documents not later than **19 February 2019, 5:00 P.M** thru email at [soc\\_torres@tpb.gov.ph](mailto:soc_torres@tpb.gov.ph) or thru fax no. 02 526-5971, 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.

Please address your quotation to the undersigned.

Thank you very much.

**NILO C. ABON**

Officer – In – Charge

Procurement and General Services Division

Contact Person

**SOCRATES G. TORRES**

Contact No

525-93-18 loc. 260

soc\_torres@tpb.gov.ph

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
7. Income Tax Return