

## Request for Quotation

14 March 2019

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

**Quotation No. TPB-PR.2019.03.225**

PR No. 3.108 / March 4, 2019

**Requirements :**        **Catering Services**

**Project Title :**        **4th Regional Travel Fair**

| Quantity | Particulars  | Estimated Unit Price | Estimated Total Amount |
|----------|--|----------------------|------------------------|
| LOT      | <p>Catering Services</p> <p>4th Regional Travel Fair<br/>Date : 04- 07 April 2019<br/>Venue : Activity Center, SM Clark, Pampanga</p> <p>Requirements</p> <p>A. Catering Services<br/>a. AM Snack<br/>b. PM Snack<br/>c. Managed Lunch buffet for 150 pax<br/>d. Managed Dinner buffet for 150 pax<br/>B. Must be willing to transact through send-bill arrangements; and</p> <p>V. Eligibility<br/>1. Must be Filipino owned, operated and legally registered events venue/hotel under Philippine laws;<br/>2. Must have at least three years' experience in holding/staging social events and functions for international conferences, meetings, congresses, parties et al.;</p> | P400,000.00          | P400,000.00            |

|       |  |  |  |
|-------|--|--|--|
|       | <p>3. Must be accredited with the Philippine Government Electronic Procurement System (PHILGEPS)</p> <p>Approved Budget for the Contract (ABC):</p> <p>The financial proposal should cover the following expenditures:</p> <ol style="list-style-type: none"> <li>1. Professional fees of staff and crew</li> <li>2. Food and beverage requirement</li> </ol> <p>Bid Price Ceiling is Php 400,000.00 inclusive of taxes. For particulars, please contact Ms. Abigail Francisco at telephone numbers 525-9318 local244. Kindly submit all required documents to our Procurement &amp; General Services Department representative.</p> |  |  |
| Terms | 30 days upon receipt of invoice  |  |  |
| ABC   | <b>Php 400,000.00</b> inclusive of all applicable taxes  |  |  |

Please submit your quotation and legal documents not later than **20 MARCH 2019** 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. 246

[soc\\_torres@tpb.gov.ph](mailto: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.

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