

Request for Quotation

19 March 2019

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

Quotation No. TPB-RFQ 2019-03-248

PR NO. 3.117

Requirements: Booth Construction

Project Title: Philippine Harvest 2019 – 1st Run on March 29 – 31, 2019

Qty	Particulars	Estimated Unit Price	Estimated Total Amount
Lot 1	<p>Booth Constructions for Philippine Harvest 2019 – 1st - 4th Run on March 29 – December 01, 2019</p> <p><u>Background:</u></p> <p>The Tourism Promotions Board through its Domestic Promotions Department will support the Philippine Harvest 2019 (4 runs) in Central Square, Bonifacio High Street, BGC, Taguig ;</p> <p>I – To provide booth construction/platform on the following dates:</p> <p>1st run- March 29-3, 2019 2nd run- June 14-16, 2019 3rd run- Aug 30- Sept 01, 2019 4th run- Nov. 29- Dec.01, 2019</p> <p>II – Eligibility Requirements:</p> <ol style="list-style-type: none"> 1. Must be Filipino owned, operated and a legally registered exhibition and event services company under Philippine laws 2. Must specialize in the design and construction of special design booths 3. Must be accredited with the Philippine Government Electronic Procurement Systems (PHILGEPS); <p>III – Technical Eligibility Documents:</p> <ol style="list-style-type: none"> 1. Company Profile 2. PhilGEPS Accreditation Paper 3. List of large scale local/ international events serviced in the past 4. Company Financial Statement (audited and recent) 		Php300,000.00

	<p>IV – Specific Requirements:</p> <p>1st RUN I. BACKWALL 4.00 meter width x 2.00 meter height x 0.50 meter depth Wooden Customized backwall natural paint finish 1 ¾ inch thick plywood II. LED WALL RENTAL PER DAY III. DELIVERY INSTALLATION AND DISMANTLING</p> <p>2ND RUN I. BACKWALL EXISTING FOR REFURBISH 4.00 meter width x 2.00 meter height x 0.50 meter depth Wooden Customized backwall natural paint finish 1 ¾ inch thick plywood</p> <p>3RD RUN II. BACKWALL EXISTING FOR REFURBISH 4.00 meter width x 2.00 meter height x 0.50 meter depth Wooden Customized backwall natural paint finish 1 ¾ inch thick plywood</p> <p>4TH RUN III. BACKWALL EXISTING FOR REFURBISH 4.00 meter width x 2.00 meter height x 0.50 meter depth Wooden Customized backwall natural paint finish ¾ inch thick plywood</p> <ol style="list-style-type: none"> 1. Construction and installation of the aforementioned booth/ platform while strictly following the rules and regulations set by the fair / event organizers. 2. Dismantling inclusive of storage/disposal of the aforementioned booths/parts and egress on the dates designated by the event organizers. 3. Inclusive of management fee in the contract if necessary. <p>V – Contract of Service / Financial Proposal</p> <p>Bidder should submit the breakdown of the proposed construction cost detailing materials used (rental and/or outright purchase)</p> <p>IV – Project Officer/Contact Person</p> <p>EDESSA JOY L. DELEGIRO Domestic Promotions Department Email address: edessa_delegiro@tpb.gov.ph Tel. No: +63 2 5259318 to 27 loc 268 / 5251255</p>		
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Terms	30 days upon receipt of invoice
Delivery	15 days after received P.O
ABC	Php300,000.00 inclusive of all applicable taxes

The last day for submission of **quotation** is not later than 10:00 a.m on **25 March 2019**, email at farhan_ambiong@tpb.gov.ph or thru fax no. 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 **FARHAN M. AMBIONG**
Contact No 525-9318 loc 208

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 Certificates*
2. *Business Permit/Certification*
3. *TIN Certificate/Registration*
4. *Company Profile*
5. *PhilGEPS Certificate/Membership*
6. *Notarized Omnibus Sworn Statement*

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. Select one, delete the other:

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. Select one, delete the other:

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized Special Power of Attorney;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable);]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. Select one, delete the rest:

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at ____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued], [place issued]*

IBP No. _____ *[date issued], [place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____