

Request for Quotation

21 May 2019

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

Quotation No. TPB-RFQ 2019-05-484

PR NO. 5.054

Requirements: Service Provider for Cultural Entertainment

Project Title: Sun Life Million Dollar Round Table (MDRT) Group Conference on 17 – 20 July 2019
Shangri – La Mactan, Cebu

Qty	Particulars	Estimated Total Amount
Lot 1	<p style="text-align: center;">Service Provider for Cultural Entertainment for 700 Pax for the Sun Life Million Dollar Round Table (MDRT) Group Conference on 17 – 18 July 2019 and 19 July 2019 Shangri – La Mactan, Cebu</p> <p style="text-align: center;">Terms of Reference</p> <p>Background</p> <p>Intas Destinations Management, Inc., is the appointed DMC and ground handler of the Sun Life Million Dollar Round Table (MDRT) Group Conference slated on 17 – 20 July 2019 at the Shangri – La’s Mactan Resort and Spa in Cebu. Sun Life Financial, Inc. is a Canadian financial services company and one of the largest life insurance companies in the world. The Conference is expecting 700 foreign participants from South East Asia and Canada.</p> <p>The TPB’s assistance to the event will include the provision of a cultural entertainment upon arrival of the foreign delegates on 17 to 18 July 2019 at the Mactan – Cebu International Airport and during the Gala Dinner on 19 July 2019 at Shangri – La Mactan.</p> <p>Specifications</p> <ul style="list-style-type: none"> • Date / Time: 17 – 18 July 2019 and 19 July 2019 • Venue: Mactan – Cebu International Airport Shangri – La Mactan, Cebu • Audience: 700 foreign delegates • Length of Show: <ul style="list-style-type: none"> - *30 - 40 minutes cultural dance show with audience participation during the Gala Dinner - *20 minutes lively cultural music upon arrival of the foreign delegates at the Mactan – Cebu International Airport <p>Requirements</p> <ol style="list-style-type: none"> 1. The presentation should depict the best of Philippine music, songs, dances and other types of performance genres in a fresh, dynamic and unique approach fit for an international audience. 2. The presentation should feature the best and most appropriate Filipino performers. 	Php450,000.00

	<ol style="list-style-type: none"> 3. Lively cultural dance numbers to draw the crowds' attention. 4. The Supplier shall provide for their own costumes and props necessary for the performances. 5. The Supplier shall provide for the meals, transportation and other miscellaneous expenses of the performers during the show. 6. The Supplier shall submit either a photo or video documentation of their performance for submission to the TPB. <p>Eligibility Requirements</p> <ol style="list-style-type: none"> 1. Must be Filipino – owned, operating and legally registered Performing Group Provider under Philippine laws. 2. <i>Must have a minimum of 3-years experience in organizing medium scale events and performances of dances ranging from folk, ballroom, modern and contemporary genres, featuring Filipino artists and talents.</i> 3. Must have the expertise in the conceptualization and in the direction of performance in all fields of Philippine cultural dances. 4. Must be duly accredited with the Philippine Government Electronic Procurement Systems (PHILGEPS). 5. <i>Participation in world dance competitions and conduct of tour performances abroad is an advantage.</i> <p>Legal documents</p> <ol style="list-style-type: none"> 1. Company Profile 2. List of local and international events performed in 3. BIR Registration Certificate with TIN 4. Valid Mayor's Permit / license to operate 5. DTI Business Registration / SEC Certificate <p>Approved Budget of Contract</p> <p>Contract Price: Php450,000.00</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Bid price ceiling is Php 450,000.00 inclusive of all applicable taxes. Deadline for submission of bids should be at the close of office hours on _____.</p> <p>For particulars, please contact Misses Marietta Santillan and Divina Andres at telephone numbers (02) 525-6110 and 525-9318 loc 231 or email at mayette_santillan@tpb.gov.ph and divina_andres@tpb.gov.ph</p> </div>	
Terms	30 days upon receipt of invoice	
Delivery	15 days after received P.O	
ABC	Php450, 000.00 inclusive of all applicable taxes	

The last day for submission of **quotation** is not later than 10:00 a.m on **27 May 2018**, 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. *Company Profile*
3. *Mayor`s Permit/License (Valid and current)*
4. *Income/Business Tax Return*
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 _____