

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 2019-05-485

PR NO. 5.065

Requirements: Production Company (Cultural Entertainment Package)

Project Title: Philippine Promotions in Chingqing, China on 09 – 14 June 2019

Qty	Particulars	Estimated Total Amount
Lot 1	<p style="text-align: center;">Production Company (Cultural Entertainment Package) for Philippine Promotions on 09 – 14, June 2019 in Chingqing, China</p> <p style="text-align: center;">Terms of Reference</p> <p>Background</p> <p>In consideration to the volume and tremendous growth of Chongqing outbound travel, DOT Shanghai is collaborating with the Philippine Consulate General (PCG) Chongqing for a tourism promotional undertaking dovetailed with the PCG’s 10th anniversary and 2019 national day celebrations. Anchored with the invigorated relationship between the 2 nations, the project consists of special events to include an in-store promotion in a popular shopping mall, a press conference and a tourism product presentation to top travel agents.</p> <p>With a population of 30 million, Chongqing tourism traffic to the Philippines is growing rapidly, from 77,974 (22% increase) in 2018 PCG visa issuance before the 6-month Boracay closure, to the considerable 77% growth in January 2019. There are also direct flights to Cebu and Kalibo from Chengdu which is also under the jurisdiction of PCG Chongqing in Sichuan province, a region with strong outbound potential given the continued increase of direct flights.</p> <p>The promotions effort is in line with our strategy to further engage second tier cities in China with international airports to create direct links to the Philippines</p> <p>Specifications</p> <p><i>Requirement</i> : Provision of Philippine cultural entertainment for the Chongqing mall in-store promotion, product presentation and PCG Chongqing’s 10th Anniversary & National Day celebrations.</p> <p><i>Date/Venue</i> : 09-14 June 2019; Chongqing, China</p> <p><i>No. of pax</i> : 10 entertainers including artistic director</p> <p><i>Length of show</i> : 20-30 minutes each</p>	Php563,500.00

	<p>Guidelines</p> <ol style="list-style-type: none"> 1. The music genre should be fit for an international but predominantly Chinese audience and would include Filipino culture and tradition; 2. The dance group should perform folk and festive dances for 20-30 minutes, or as may be required, at the in-store promotion, product presentation and PCG Chongqing's 10th anniversary & national day celebrations; 3. Recommend the best artists and performers preferably internationally acclaimed, as well as new, fresh regional talents who will perform during the event, for the approval of TPB. 4. Entertainers should have a 15-30 minute presentation of their ensemble to the BAC members, project officer/head of department for evaluation on a given schedule; 5. 9 dancers/musicians, 1 musical/artistic director, 1 logistics in charge 6. Entertainers should have valid passport and a ready Chinese visa. <p>Entertainment Package Inclusion</p> <ol style="list-style-type: none"> 1. Professional fees of the performing artist including emcee 2. Overall musical direction 3. Production management and on-site supervision and technical support 4. Continuity script and intro spiels 5. Rehearsals, production meeting costs, studio rental costs 6. Costumes and musical instruments 7. Allowance of 75USD/day / person of all production team and performers for the duration of the travel dates 8. Extra baggage allowance for props and costumes 9. Administrative costs and other miscellaneous expenses to include visa processing fee for 10 pax <p>Tourism Promotions Board Deliverables</p> <ol style="list-style-type: none"> 1. Transfers/land transportation in Shanghai, China (airport-hotel-venue-hotel-airport) 2. Technical requirements at each venue 3. Round-trip Manila to Chongqing economy class air tickets with travel insurance for ten (10) pax 4. Accommodation for ten (10) pax based on twin sharing arrangements for the duration of the event <p>Technical Eligibility Requirements</p> <ol style="list-style-type: none"> 1. Must be a Filipino owned, operated and legally registered Production Company under Philippine laws or a government agency mandated to promote Philippine arts and culture; 2. The production company must have minimum of 5-years' experience in packaging entertainment programs for large-scale events and world-class entertainment productions featuring Filipino artists and talents; 3. Must have a wide network of talent contacts with repertoire to include ethnic, pop, classical, jazz, etc, as well as traditional and alternative cultural groups, and should be able to negotiate preferential rates and terms; 4. Must be accredited with the Philippine Government Electronic Procurement System (PHILGEPS); 5. Must demonstrably have a good reputation in the field of corporate launches and events utilizing both entertainment and arts management components; 6. Must have the necessary skills and manpower support to implement the project. <p>Approved</p> <p>Bid Price Ceiling is Php 563,500.00 inclusive of all applicable taxes. Cost of items in the bid should be broken down. The winning bid shall be determined <i>through the quality cost based evaluation</i>, provided that the amount of bid does not exceed the abovementioned approved budget.</p> <p>For particulars please contact Mr. Ramon De Veyra Jr. at telephone numbers 525 9318 loc. 269 and email address jojo_deveyra@tpb.gov.ph</p>	
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Terms	30 days upon receipt of invoice
Delivery	15 days after received P.O
ABC	Php563, 500.00 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 _____