

Request for Quotation

10 July 2019

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

Quotation No. TPB-RFQ 2019-07-597

PR NO. 7.027

Requirements: Cultural Entertainment

Project Title: 2nd ASEAN University Network (AUN) Health Promotion Conference on 19 – 21 August 2019
Novotel, Manila

| Qty | Particulars | Estimated Total Amount |
|-------|---|------------------------|
| Lot 1 | <p style="text-align: center;">Cultural Entertainment for 2nd ASEAN University Network (AUN) Health Promotion Conference on 19 – 21 August 2019 Novotel, Manila</p> <p style="text-align: center;">Terms of Reference</p> <p>Background</p> <p>The Office of International Linkages is organizing a conference at Novotel Manila on 19-22 August 2019. It will be participated by 300 delegates, 190 of whom are foreign.</p> <p>Specifications:</p> <p>TPB is assisting the 2nd ASEAN University Network (AUN) Health Promotion Conference by sponsoring cultural entertainment during a lunch buffet on 22 August 2019.</p> <ol style="list-style-type: none"> 1. Date: 22 August 2019 2. Time: 11:30 a.m. to 1:00 p.m. 3. Venue: TBA 4. Audience: 300 pax with 190 foreign 5. Length of Show: 15-20 minutes lively cultural music and dance presentation (with audience interaction) during lunch 35-40 minutes live ambient music during the rest of lunch (e.g. string instruments such as guitar or ethnic instruments) <p>Guidelines</p> <ol style="list-style-type: none"> 1. The presentation should depict the best of the Philippine dances and fit for an international audience 2. The presentation should be appropriate to the venue 3. The entertainment company shall provide the costumes and props necessary for the performances | Php35,000.00 |

| | | |
|----------|---|--|
| | <p>4. The presentation should showcase the beauty of the Philippines and the story of the Filipinos through music and exquisite dances</p> <p>5. The entertainment company must be flexible in dividing the dance presentation into sets as deemed fit in the program</p> <p>Other Requirements</p> <p>1. Must be willing to accept send-bill-arrangements with the TPB</p> <p>2. Any other requirements that may be mutually agreed upon by the TPB and the service provider</p> <p>Eligibility Requirements</p> <p>1. Must be a Filipino owned operated and legally registered Performing Group Provider under Philippine laws</p> <p>2. Must have a minimum of 3 years of experience in organizing medium scale events and performances of dances ranging from folk, ballroom, modern and contemporary genres, featuring Filipino artists and talents</p> <p>3. Must have the expertise in the conceptualization and in the direction of performance in all fields of cultural dances</p> <p>4. Must be duly accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS)</p> <p>5. Participation in world dance competitions and conduct of tour performances abroad is an advantage</p> <p>Budget</p> <p>Inclusive of all government taxes: PhP 35,000.00</p> <p>Contract of Service</p> <p>The financial proposal should cover the following expenditures:</p> <p>1. Professional fees of performers and production assistants</p> <p>2. Costumes and props of the performance</p> <p>3. Dry run and technical rehearsals</p> <p>4. Transportation expenses and meals</p> <p>For particulars, please contact MS. JOY CASIANO or MS. MIKAELA FUENTES at telephone numbers (02) 525-1153 and 525-9318 loc. 232 or email at joy_casiano@tpb.gov.ph and mikaela_fuentes@tpb.gov.ph.</p> | |
| Terms | 30 days upon receipt of invoice | |
| Delivery | 15 days after received P.O | |
| ABC | Php35,000.00 inclusive of all applicable taxes | |

The last day for submission of **quotation** is not later than 10:00 a.m on **15 July 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 _____