

## Request for Quotation

25 September 2019

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

Quotation No. TPB-PR.2019.09.847  
PR No. 9.071 / September 17, 2019

Requirements :           CULTURAL ENTERTAINER PROVIDER

Project Title :        **ASIA AND OCEANA FEDERATION OF OBSTETRICS AND GYNECOLOGY (AOFOG) CONGRESS**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
LOT	<p>CULTURAL ENTERTAINMENT</p> <p>SPECIFICATIONS:</p> <p>Activity: AOFOG President's Night Date/time: 11 November 2019, 1700-2230 Venue: Mindanao Ballroom, Sofitel Hotel Number of Guest: 200 pax Profile of Guests: Officials of AOFOGS and POGS, Invited Speakers Young Awardees Theme: "One Asia Oceania"</p> <p>SCOPE OF SERVICES</p> <ul style="list-style-type: none"> <li>• Two (2) sets of 15-20-minute lively cultural music and dance presentations (with audience interaction)</li> <li>• Welcome music upon during arrival of guests</li> <li>• Assist in the conceptualization of entertainment plan, manage and implement the program scenario</li> <li>• Recommend and submit the best</li> </ul>	P100,000.00	P100,000.00

	<p>performers and repertoire of the show presentations for TPB's approval</p> <p><b>GUIDELINES</b></p> <ul style="list-style-type: none"> <li>•The presentation should depict the best of Philippine music, songs, and dances in a fresh, dynamic and unique approach fit for an international audience</li> <li>•The music genre should be fit to an international audience and would include Filipino culture and tradition.</li> <li>•Performers should have at least 3-year experience in performing to a foreign audience, subject to approval of TPB</li> <li>•The service provider must be flexible in dividing the dance/songs presentations into sets as deemed fit in the program</li> </ul> <p><b>ELIGIBILITY REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Must be Filipino owned, operated and legally existing under Philippine laws</li> <li>• Must be accredited with the Philippine Government Electronic Procurement System (PhiiGEPS)</li> <li>•Must be willing to accept send-bill arrangements with the TPB</li> </ul> <p><b>APPROVED BUDGET FOR THE CONTRACT (ABC)</b>  PI00,000.00 inclusive of government taxes</p> <p>The financial proposal of the production house includes:</p> <ul style="list-style-type: none"> <li>• Production costs</li> <li>• Professional fees of the singers</li> <li>• Costumes, props, and musical materials</li> <li>• Pre-production preparation</li> <li>• Production management and on-site supervision and technical support</li> <li>• Rehearsals, studio rental costs, production meeting costs</li> </ul>		
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	<p>The winning bid shall be determined based on quality of the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the approved budget.</p> <p>For particulars, please contact the following Project Officers:</p> <p>Marietta Santillan mayette_santillan@tpb.gov.ph 525-9318 local231</p> <p>Mary Ann Caramat Maryann_caramat@tpb.gov.ph 525-9318 local230</p> <p>DO NOT SUBMIT YOUR BID QUOTATION WITH INCOMPLETE LEGAL REQUIREMENT</p> <p>LEGAL DOCUMENTS:</p> <ol style="list-style-type: none"> <li>1. SEC/DTI Registration Certificate</li> <li>2. Updated Mayor's Permit/License</li> <li>3. BIR Registration / TIN</li> <li>4. Company Profile/Reference</li> <li>5. PhilGEPs Certificate</li> <li>6. Notarized Omnibus Sworn Statement same date with your Bid Quotation</li> <li>8. Notarized Authority of the Signatory (Notarized with same date of your bid quotation) Secretary's Certificate if SEC or Special Power of Attorney if DTI</li> </ol>		
Terms	30 days upon receipt of invoice		
ABC	Php 100,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents not later than 30 September 2019, 5:00 PM 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. 266

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. Updated Mayor's Permit/License
3. BIR Registration / TIN
4. Company Profile/Reference
5. PhilGEPs Certificate
6. Notarized Omnibus Sworn Statement same date with your Bid Quotation
7. Notarized Authority of the Signatory  
(Notarized with same date of your bid quotation)  
Secretary's Certificate if SEC or  
Special Power of Attorney if DTI