

## 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.2019.09.848  
PR No. 9.081 / September 12, 2019

Requirements : ENTERTAINERS

Project Title : PHILIPPINE BUSINESS MISSION (PBM) TO NORTH CHINA 2019

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
LOT	<p>ENTERTAINERS</p> <p>SPECIFICATIONS:</p> <p>Requirement: Total of eight {8} performers including artistic director/manager during the dinner/lunch receptions with breakdown as follows: (8 performers to include 5 festival dancers, 1beat drummer, 1singer, 1musical/artistic director)</p> <p>Date/Venue: 21October 2019- Tianjin {8 performers} {1800H- onwards) 23 October 2019- Zhengzhou {8 performers} {1800H- onwards) 25 October 2019- Chengdu {8 performers} {1000H- onwards)</p> <p>Length of show: 5 minutes per city- opening show during the arrival of the</p>	P876,320.00	P876,320.00

	<p>Guests 30-45 minutes per city- dinner/lunch reception</p> <p><b>GUIDELINES:</b></p> <ol style="list-style-type: none"> <li>1. The music genre should be fit for an international audience and would include Filipino culture and tradition.</li> <li>2. The dance group should perform folk and festive dances in Tianjin, Zhengzhou and Chengdu {5 minutes for the opening show during the arrival of the guests and 30-45 minutes during the dinner/lunch receptions}.</li> <li>3. Recommend the best artists and performers preferably with experienced in performing abroad, as well as new, fresh regional talents who will perform during the event, for the approval of TPB.</li> <li>4. Eight {8} entertainers {5 festival dancers, 1 beat drummer, 1 singer and 1 musical/artistic director}.</li> <li>5. The artists should have a valid passport and a ready Chinese visa.</li> <li>6. The production company should provide full production services that should include a full-production concept and execution of an entertainment package which will be flexible enough based on audience of the event and possible on-site adjustments as required by client. Submission of repertoire is subject to approval of TPB.</li> <li>7. The production company should also provide photo and video documentation of the performances during the event to be submitted to TPB Officers one {1} week after the event.</li> </ol> <p><b>ENTERTAINMENT PACKAGE INCLUSIONS:</b> The financial proposal of the production house should cover the following expenditures:</p> <ol style="list-style-type: none"> <li>1. Professional fees of the performing artists</li> </ol>		
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	<p>including artistic director</p> <ol style="list-style-type: none"> <li>2. Pre-production preparation</li> <li>3. Overall musical direction</li> <li>4. Production management and on-site supervision and technical support</li> <li>5. Full production and management/direction of the entire program (voice-over, program concept and flow, continuity script and intro spiels introducing the Filipino food and all other components necessary to completely execute the production concept, front act and themed performance, drama on)</li> <li>6. Piped in music material</li> <li>7. Rehearsals, production meeting costs, studio rental costs</li> <li>8. Costumes and musical instruments</li> <li>9. Roundtrip international economy air tickets via Manila-Beijing and Chengdu-Manila (preferably same flight with TPB representative)</li> <li>10. Accommodation with breakfast for all the members of the team with twin-sharing arrangements for the duration of the project (preferably same hotel where the TPB and DOT Beijing delegations are billeted in Tianjin, Zhengzhou and Chengdu)</li> <li>11. Travel insurance for the duration of all the members of the team's stay in Tianjin, Zhengzhou and Chengdu</li> <li>12. Allowance/per diem at USD75.00/person/day of all the production team and performers for the duration of the travel dates</li> <li>13. Extra baggage allowance for props and costumes</li> <li>14. Valid passports and visa</li> <li>15. Administrative costs and other miscellaneous expenses</li> </ol> <p>TPB DELIVERABLES:</p> <ol style="list-style-type: none"> <li>1. Hotel/airport transfer (airport-hotel-venue-hotel-airport) and train transfers from city-to-city in China</li> </ol>		
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	<p>2. Technical requirements at each venue</p> <p><b>TECHNICAL ELIGIBILITY REQUIREMENTS</b></p> <ol style="list-style-type: none"> <li>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;</li> <li>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;</li> <li>3. Must have a wide network of talent contacts with repertoire to include ethnic, pop, classical, jazz, as well as traditional and festival dances such as Sinulog and Masskara Festivals;</li> <li>4. Must be accredited with the Philippine Government Electronic Procurement System (PHILGEPS);</li> <li>5. Must have a good reputation in the field of corporate launches and events utilizing both entertainment and arts management components;</li> <li>6. Must have the necessary skills and workforce support to implement the project.</li> </ol> <p><b>APPROVED BUDGET:</b></p> <p>The approved budget is EIGHT HUNDRED SEVENTY SIX THOUSAND THREE HUNDRED TWENTY PESOS (PHP 876,320.00) inclusive of all applicable taxes. Cost of items in the bid should be broken down. The winning bid shall be determined through Lowest Calculated and Responsive Bid, provided that the amount of bid does not exceed the abovementioned approved budget.</p>		
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Terms	30 days upon receipt of invoice		
ABC	Php 876,320.00 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**

**TOURISM PROMOTIONS BOARD PHILIPPINES**

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Contact No

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**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
7. Income Tax Return