

Request for Quotation

20 January 2020

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

Quotation No. **TPB-RFQ 2020-01-019**

PR No. **1.032**

Project Title: Asia Oncology Society Convention on 5 March 2020 at Conrad Hotel

Requirements: Cultural Entertainment

Qty	Particulars	Estimated Cost
Lot 1	<p>Cultural Entertainment for Asia Oncology Society Convention on 5 March 2020 at Conrad Hotel</p> <p>Background:</p> <p>The Asian Oncology Society (AOS) is a newly formed organization brought about by the merger of the Asian Clinical Oncology Society and the Asia Pacific Federation of Organizations for Cancer Research and Control, wherein Philippine Cancer Society, Inc. (PCSI) is a member of. The main focus of the Asian Oncology Society is to accelerate the translation of innovative discovery from the laboratory to clinical level, advance regional scientific multidisciplinary collaboration as well as exchange best practices regionally and globally. The event expects to bring together 450 local delegates and 450 foreign delegates from Hong Kong, Japan, Thailand, Canada, and United States of America (USA).</p> <p>TPB's assistance to the event will include the provision of a cultural entertainment during the Convention's Welcome Dinner on 05 March 2020 at the Conrad Hotel.</p> <p>Details of the Event:</p> <ul style="list-style-type: none"> • Date / Time: 05 March 2020 • Venue: Conrad Hotel • Audience: 450 foreign participants • Length of Show: *30 – 40 minutes cultural dance show including tinikling and singkil, with audience participation <p>Requirements:</p> <ul style="list-style-type: none"> • 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; • The presentation should feature the best and most appropriate Filipino performers; 	<p>Php100,000 .00</p>

	<ul style="list-style-type: none"> • Lively cultural dance numbers to draw the crowds’ attention; • The Supplier shall provide for their own costumes and props necessary for the performances; and • The Supplier shall provide for the meals, transportation and other miscellaneous expenses of the performers during the show. <p>Eligibility Requirements:</p> <ul style="list-style-type: none"> • The Supplier shall submit either a photo or video documentation of their performance for submission to the TPB; • Must be Filipino – owned, operating and legally registered Performing Group Provider under Philippine laws; • 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 (List of all completed and implemented project for the past three (3) years); • Must have the expertise in the conceptualization and in the direction of performance in all fields of Philippine cultural dances; • Must be a member with the Philippine Government Electronic Procurement Systems (PHILGEPS); and • Participation in world dance competitions and conduct of tour performances abroad is an advantage. <p>Legal Documents</p> <ul style="list-style-type: none"> • Company Profile • List of local and international events performed in • BIR Registration Certificate with TIN • Valid Mayor’s Permit / license to operate • DTI Business Registration / SEC Certificate <p>Approved Budget for the Contract (ABC)</p> <p>Contract Price: Php 100,000.00 inclusive of all applicable taxes</p> <p>For particulars, please contact Ms. Divina Andres at telephone numbers (02) 8525-9318 loc 227 or email at divina_andres@tpb.gov.ph.</p>	
Terms	30 days upon receipt of invoice	
Delivery	5 March 2020 or right after the receipt of the approved Purchase Order (P.O)	
ABC	PhP100,000.00 inclusive of all applicable taxes	

The last day for submission of **quotation** is not later than 03:00 p.m. on **27 January 2020, in a sealed envelope**, 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.

Sgd.

ELOISA A. ROMERO

Administrative Officer V

Procurement and General Services Division

Contact Person

FARHAN M. AMBIONG

Contact No

8 525-9318 local 268

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 (valid)*
2. *Business or Mayor`s Permit/Certification (valid)*
3. *Tax Clearance/Certificate (valid)*
4. *Company Profile*
5. *PhilGEPS Certificate/Membership (valid)*
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 _____