

Request for Quotation

January 27, 2021

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

Quotation No. TPB-PR.2021.01.042

PR 1.040 PGSD

Requirements : **RENOVATION OF TPB OFFICE SPACE**

Project: **RENOVATION OF UNIT 4- 4th FLOOR TPB OFFICE**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
LOT	<p>Tourism Promotions Board (TPB) Office Space Renovation – Unit 4, 4th Floor. Address: 4th Legaspi Towers 300 Roxas Boulevard Malate, Manila</p> <p>SCOPE OF WORK</p> <ol style="list-style-type: none"> 1. Demolition of old ceiling and installation of new ceiling 2. Provision of new 24"x48" board ceiling on T-runners and lighting fixtures (to include at least 10 pairs in the main waiting/work stations, 2 pairs each at the auditors' offices, 2 pairs at the storeroom, 1 pair each at the pantry and 1 single at the toilet) 3. Removal, supply and replacement of existing vinyl tiles with 12"x12" or 22"x22" U.S. homogenous vinyl tiles including repair of floors imperfections and hauling of waste materials (except for the big room as indicated in the attached layout) 4. Repair, refurbishment and installation of wooden cabinets in the storage room 	Php1,000,000.00	Php1,000,000.00

	<ol style="list-style-type: none"> 5. Supply and installation of new ficem double wall partition on GI studs 5mm thick ficem with 10mm gypsum under-sheathing on 2" x 4" GI studs 6. Painting and re-painting work in the entire area (except for the future expansion) 7. Provision for additional room outside to serve as resident auditor's office, with plywood or hardiflex wall in one side and glass in front side with frameless tempered glass door 8. Repair of toilet (see attached design for measurements) to include plumbing, floor and wall tiles, toilet bowl, sink and other materials for the toilet 9. Repair of pantry to include plumbing, tiles, sink and other materials for the pantry 10. Identification and repair of the leak-affected areas of the room and provision of SS drain pan inside ceiling of overhead floor slab 11. Waterproofing of walls and flooring near the deck 12. Electrical works to be provided/supplied by the contractor <ul style="list-style-type: none"> ➤ Installation of troffer light fixtures including rough-in pipes & fittings with parabolic aluminum reflector ➤ Wires, cables, wiring devices, and miscellaneous for the lighting, sockets for each work station, inner offices, pantry, storage, toilet and waiting area, and other electrical connections needed for the total renovated area ➤ Panel board and circuit breaker 13. Provision of sandblast/frosted type sticker for hallway glass door and glass panel 14. Supply and installation of frameless tempered swing double glass door 		
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with frosted tint and complete accessories

15. Hauling
16. All permits needed for the project
17. Labor and supervision; manpower to be assigned should have the proper license/s
18. Provision of PPE, orientation on COVID19 measures to construction team and staff to be deployed for this project, and submission of negative swab/rapid COVID19 test result for all manpower to be deployed for this project
19. Provision of cash bond as follows:

CASH BOND: The contractor is responsible to shoulder the cash bond at Legaspi Towers 300 Management amounting to Php 50,000.00

ELIGIBILITY DOCUMENTS (pls. see last page of this Request for Quotation)

Bidders must submit the following legal documents set forth in Annex "H" of the Revised Implementing Rules and Regulations of the Republic Act (R.A.) No. 9184, to be eligible to participate in this bidding:

1. SEC/DTI Registration Certificate
2. Valid Mayor's Permit/License
3. BIR Registration / TIN
4. Company Profile
5. PhilGEPs Certificate
6. Notarized Omnibus Sworn Statement
7. Annual Income Tax Return

Additional requirements:

8. PCAB GB-1 (at least Category B or higher)
9. Statement of the list of all ongoing government and private projects
10. Statement of the list of all completed government and private projects in the last three (3) years with the same or higher contracted amount as the approved budget for this contract (ABC)

	<p>11. Use the attached bill of quantities (BOQ) form for the financial proposal</p> <p>Attached are the following:</p> <ol style="list-style-type: none"> 1) Term of Reference 2) Design 3) Bill of Quantities 		
Terms	30 days upon receipt of invoice		
ABC	Php1,000,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents not later than **February 5, 2021, 12:00 Noon** thru email at soc_torres@tpb.gov.ph , 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

Head, 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. Valid Mayor's Permit/License
3. BIR Registration / TIN
4. Company Profile
5. PhilGEPs Certificate

6. Notarized Omnibus Sworn Statement
7. Annual Income Tax Return