

March 2, 2021

### REQUEST FOR PROPOSAL

**Proposal No. TPB-PR.2021.03.086**

PR 2.025

Requirements : Lease of Venue: Function and Secretariat Room with Technical and Physical Specifications, Food & Beverages.  
Project Title : Travel and Tourism Technology Forum (TTF)  
Date : 17-18 March 2021  
Approved Budget : Five Hundred Fifty Thousand Pesos Only (PhP550,000.00)

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The TPB, through its Bids and Awards Committee (BAC), intends to lease a venue for a Function Room with Technical and Physical Specifications, Food & Beverage (AM & PM Snacks, and Lunch) for One Hundred Twenty to One Hundred Fifty (120-150) Participants on 17-18 March 2021.

The lease of venue will be undertaken in accordance with Section 53.10 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, other known as the Government Procurement Law.

As such, **BIDDERS** is invited to **submit a quotation/proposal** duly signed by your authorized representative not later than March 8, 2021, until 5:00 p.m., for the items described in the Technical Specifications, subject to the Terms and Conditions stated herewith. Copies of the following eligibility requirements are also required to be submitted along with your quotation/proposal:

1. 2021 Mayor/Business Permit / License
2. SEC / DTI Registration Certificate
3. PhilGEPS Membership/ Certificate
4. Revised Omnibus Sworn Statement
5. DOT Certificate of Accreditation and Certificate to Operate
5. BIR Registration / TIN
6. Income Tax Return
7. Secretary's Certificate
8. Company Profile

Please submit your quotation/proposal and eligibility documents to the Bids and Awards Committee, Procurement and General Services Division, Administrative Department, 4th Floor, Legaspi Towers 300, Roxas Blvd., Manila

For any clarification, you may contact the BAC Secretariat at telephone number 8525-9318 loc. 266 or email at [soc\\_torres@tpb.gov.ph](mailto:soc_torres@tpb.gov.ph) and [bac\\_sec@mis.tpb.gov.ph](mailto:bac_sec@mis.tpb.gov.ph)

Thank you very much.

(sgd)

**ATTY. VENANCIO C. MANUEL III**

Chairperson

Bids and Awards Committee