

## REQUEST FOR QUOTATION

21 May 2021

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

**Quotation No.** TPB-PR.2021.05.185

**PR No.** 5.018 / 17-May-2021

**REQUIREMENTS: CATERING SERVICES FOR THE 28<sup>TH</sup> TRAVEL TOUR EXPO (TTE) 2021**

| Quantity | Particulars   | Estimated Unit Price | Estimated Total Amount       |
|----------|---|----------------------|------------------------------|
| LOT 1    | <p><b>I.PROVISION FOR CATERING SERVICES</b><br/> <b>Venue:</b> in SMX Convention Center, Pasay City<br/> <b>Date:</b> 23 July 2021.</p> <p><i><b>Note:</b> The event/ activity date is subject to change due to the uncertain situations and community restrictions brought about by the Covid-19 pandemic.</i></p> <p><b>II.SPECIFIC REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Provide Catering Services for 30 persons</li> <li>• Serve the 2 snacks and lunch in buffet set up</li> <li>• For lunch, meals to include one (1) vegetable dish, two (2) meat dishes (chicken/pork, beef), soup, rice, dessert, and bottled water</li> <li>• For Snacks, there should be at least three different types of snack and beverage (tea and coffee or cold beverage – juice)</li> <li>• Free flowing coffee and tea, bottled water throughout the function</li> <li>• Complete dining set-up</li> <li>• Buffet table with linen and centerpiece</li> <li>• Chairs with cover</li> <li>• Uniformed staff</li> </ul> <p style="text-align: center;"><i>*See attached Terms of Reference (TOR)*</i></p> | P48,000.00           | P48,000.00                   |
| Terms    | 30 days upon receipt of invoice   |                      |                              |
| ABC      | Approved Budget for Contract (ABC) is P48,000.00 inclusive of all applicable taxes  |                      |                              |
|          |   |                      | <b>Total:<br/>P48,000.00</b> |

Please submit your quotation and legal documents thru email at **genesis\_lee@tpb.gov.ph** not later than **28 May 2021 on or before 1700H**, subject to the Terms and Conditions attached herewith, duly signed by your representative and stating the shortest time of delivery to the Procurement and General Services Division, Administrative Department, 4th Floor, Legaspi Towers 300, Roxas Blvd., Manila.

Thank you very much.



**ROSELLE D. ROMERO** 21 May 2021  
Officer-in-Charge, Procurement and General Services Division

Contact Person **(MISS) GENESIS WEIYN B. LEE**  
Contact No. **0921-702-9239**

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. Mayor's / Business Permit 2021
2. PhilGEPS Registration Certificate
3. BIR Registration / TIN
4. DOT Accreditation Certificate
5. SMX Accreditation Certificate