

## REQUEST FOR QUOTATION

29 July 2021

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

**Quotation No.** TPB-PR.2021.07.270

**PR No.** 7.037

**REQUIREMENTS: CATERING SERVICES FOR THE TPB'S PARTICIPATION IN THE 32<sup>ND</sup> PHILIPPINE TRAVEL MART (PTM)**

| Quantity | Particulars   | Estimated Unit Price | Estimated Total Amount |
|----------|---|----------------------|------------------------|
| 1 LOT    | <p><b>SPECIFIC REQUIREMENTS</b></p> <p><b>Target Date:</b> 03 September 2021<br/>(Opening Ceremony)</p> <p><b>Venue:</b> SMX Convention Center Manila, Pasay City</p> <ul style="list-style-type: none"> <li>• Provide Catering Services for 40 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 snacks 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><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> | P60,000.00           | P60,000.00             |
| Terms    | 30 days upon receipt of invoice   |                      |                        |
| ABC      | Approved Budget for Contract (ABC) is PhP60,000.00 inclusive of all applicable taxes  |                      |                        |

Please submit your quotation and legal documents thru email at **genesis\_lee@tpb.gov.ph** not later than **05 August 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.

1. Mayor's Permit/ License 2021
2. BIR Registration / TIN
3. Company Profile/ Reference
4. PhilGEPS Certificate
5. Omnibus Sworn Statement
6. DOT Accreditation Certificate
7. SMX Accreditation Certificate

Thank you very much.



**ELOISA A. ROMERO**

Head, 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.