

24 August 2021

### REQUEST FOR QUOTATION (RFQ)

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

**RFQ No. TPB-PR 2021.08.315**

**Requirement:** Service Provider to Supply and Facilitate COVID-19 Rapid Antigen Test Relative to the Implementation of the 2<sup>nd</sup> Travel and Tourism Technology Forum

Quantity	Particulars	Estimated Unit Price (PhP)	Estimated Total Amount (PhP)
300 pax	<p><b>Supply and Facilitate COVID-19 Rapid Antigen Test</b></p> <p>Testing Schedule: 07-08 October 2021 / 7:00 AM – 10 AM Venue: TBA Distribution Scheme: 07 October 2021 - 150 pax 08 October 2021 – 150 pax Result: Same day release, within 1-2 hours after the of test</p> <p><b>Scope of Work/Deliverables</b></p> <ol style="list-style-type: none"> <li>1. Provide FDA-approved COVID 19 Rapid Antigen Test Kits for 150pax per day for 2 days.</li> <li>2. Safely conduct the Antigen Testing for all registered onsite delegates, speakers and organizing committee on 7 and 8 October 2021 between 7:00 – 10:00 am at the venue of event.</li> <li>3. Designate and provide an appropriate number of trained medical professionals and assistant staff to facilitate the Antigen Testing for 150 pax for 2 consecutive days</li> <li>4. All assigned medical and assisting staff must be in complete PPE (hazmat suit, gloves, N95 mask, goggles / face shield, etc.) and must strict comply to the safety and health protocols issued by the Government and selected venue</li> <li>5. All test results and medical certificates must be provided to TPB TTF Organizing Committee within 1-2 hours of the same day of the test;</li> </ol>	1,200.00	360,000.00

6. All test results and medical certificates issues must be printed and can be retrieved online;
7. Implement proper disposal of materials used adhering to health and safety protocols and in coordination with the testing premises / venue;

**Eligibility Requirements**

1. Must be Filipino owned, operated and legally existing under Philippine laws. Must be in operation for the past three (3) years
2. Must be a Department of Health accredited medical laboratory / clinic / testing facility
3. Must be accredited by the Philippine Government Electronic Procurement System (PHILGEPS)

**Technical Documents**

1. Articles of Incorporation, SEC, DTI, CDA registration certificate, whichever is applicable
2. List of ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid within the past 3 years. (Include the following information: client, project, contract amount, contract duration, status)
3. Company Profile
4. DOH accreditation certificate
5. Statement of compliance with the schedule and scope of work/deliverables as provided in the Terms of Reference.

**Terms of Payment:**

Send-bill arrangement. Billing should be based on the actual cost of used COVID-19 Antigen Test Kits.

**Legal Documents**

1. PhilGEPS Registration Certificate
2. Mayor/Business Permit
3. BIR Certificate of Registration
4. Omnibus Sworn Statement (revised form)

**Attachments:**

1. Terms of Reference
2. Revised Omnibus Sworn Statement

**Note:**

1. **All entries must be typewritten in your company letterhead and the proposal must be duly signed by your authorized representative**

	<b>2. Price Validity shall be for a period of <u>thirty (30)</u> calendar days.</b>		
Terms	As stated		
Delivery	As stated		
ABC	PhP360,000.00 inclusive of applicable taxes		

Please submit your **proposal together with the technical and legal documents** enumerated above to email address *janet\_villafranca@tpb.gov.ph* not later than **31 August 2021, 5:00PM**, subject to the Terms and Conditions stated herewith and the shortest time of delivery.

The **submission of the proposal and other documents shall be in one (1) compressed file folder, any submission not in this format will not be considered.** For easy identification of email, the subject shall be in this format: **TTF2\_COVID-19 Antigen\_<Company Name>**

Thank you very much.

**ELOISA A. ROMERO**

Head, Procurement and General Services Division  
Administrative Department