

REQUEST FOR QUOTATION

07 September 2021

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

Quotation No. TPB-PR.2021.09.338

PR No. 9.009

REQUIREMENTS: FOOD AND BEVERAGE WITH DELIVERY SERVICES FOR THE TPB'S BOARD OF DIRECTORS' MEETING

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p>FOOD AND BEVERAGE WITH DELIVERY FOR THE TPB'S BOARD OF DIRECTORS' MEETING</p> <p>Date: 30 September 2021</p> <p>SPECIFICATIONS:</p> <ol style="list-style-type: none"> 1. Existing Credit Line with TPB and must be DOT-accredited 2. Food and Beverage <ol style="list-style-type: none"> a. Food Sets (Lunch) inclusive of one round of beverage with at least three (3) menu options b. Food served shall be fresh, hot and ready at least 30 minutes or an hour before the meeting c. Can arrange food delivery outside Metro Manila d. Minimum guarantee of 30 pax 3. Other Concerns 	P25,000.00	P25,000.00

	<p>a. Actual number of pax and final schedule of meeting is subject to be confirmed one (1) week before the event</p> <p>b. Provide cost per head in case of additional person</p> <p>c. Any other arrangements that may be mutually agreed upon by the TPB and the service provider</p> <p><i>*See the attached Technical Specification*</i></p>		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is P25,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **14 September 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. DTI Business Registration/SEC Certificate
6. DOT Accreditation Certificate

Thank you very much.

ELOISA A. ROMERO

Head, Procurement and General Services Division

Contact Person

(MISS) GENESIS WEIYN B. LEE

Note: **All entries must be typewritten in your company letterhead.**

Price Validity shall be for a period of thirty (30) calendar days.