

REQUEST FOR QUOTATION

28 September 2021

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

Quotation No. TPB-PR.2021.09.362

PR No. 9.040


REQUIREMENTS: FOOD AND BEVERAGE WITH DELIVERY SERVICES FOR THE TPB'S QMS PLANNING WORKSHOP

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p>FOOD AND BEVERAGE WITH DELIVERY SERVICES FOR THE TPB'S QMS PLANNING WORKSHOP</p> <p>DATE: 13-15 October 2021 (target date of implementation) NO. OF PARTICIPANTS: 45 participants</p> <p>SPECIFICATIONS I. Provision of the following meals good for 45 persons a. Morning snack inclusive of one soft drinks or iced tea (Preferred AM Snack: Sandwiches or Pasta) on 13 October 2021 b. Morning and afternoon snacks inclusive of one soft drinks or iced tea (Preferred AM & PM Snacks: Sandwiches or Pasta) on 13-15 October 2021 c. Lunch meals inclusive of one soft drinks or iced tea) on 13-15 October 2021</p> <p>Arrangement Set-up (Meals) a. Can accommodate special diet (for participants with special needs: vegetarians, diabetics, or people with allergies) b. Drinking water shall be provided for the participants c. Food shall be fresh, hot and delivered to all participants in the prescribed schedule d. All utensils necessary for the meals</p>	P200,00.00	P200,000.00

	<p>II. The service provider must have the capability and resources in delivering the meals to the TPB Office and respective place of residence of the participants who are in a work-from-home arrangement.</p> <p>III. Delivery of all the meals (AM and PM snacks and lunch) should be done per day and the schedule of delivery will be from 9:30 am to 10:30 am on 13-15 October 2021 at the TPB Office and respective place of residence of the participants. <i>(list of participants with their meal choices and address will be provided to the winning bidder once finalized)</i></p>		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP200,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **04 October 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.


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.

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. Company Profile / Reference
5. Omnibus Sworn Statement