

## REQUEST FOR QUOTATION

19 October 2021

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

**Quotation No.** TPB-PR.2021.10.388

**PR No.** 10.021

**REQUIREMENTS: FOOD AND BEVERAGE SERVICES DURING THEMED DINNERS FOR THE MICECONNECT 2021**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
<b>LOT 1</b>	<p><b>A. EVENT INFORMATION</b>  <b>Event: MICECONNECT 2021</b>  <b>Indicative Date: 12-16 November 2021</b>  <b>Destination: Boarcay Island</b>  <b>Number of Pax: 40-50 pax</b></p> <p><b>B. TECHNICAL SPECIFICATIONS</b></p> <p>Themed Welcome            13 November 2021, Saturday   7:00 – 8:30 PM</p> <p><b>REQUIREMENTS:</b></p> <ul style="list-style-type: none"> <li>• Incentivized / pre-arranged / exclusive welcome dinner in managed buffet set up in an al fresco setting or aesthetically presentable indoor setting fit for MICE clients</li> <li>*with venue styling/ decoration and table centerpiece</li> <li>• Establishments' health and safety protocols including disinfection and physical distancing practices in place</li> <li>• All dietary restrictions of participants to be taken into consideration</li> <li>• With a minimum of one (1) round of drinks (choice of: beer, juice, bottled water or soft drinks)</li> <li>• With six (6) bottles of red and white wine</li> </ul>	PhP200,000.00	PhP200,000.00

<p><b>LOT 2</b></p>	<ul style="list-style-type: none"> <li>• With an existing stage and basic sound system</li> <li>• With in-house performers that can render an appropriate 5- to 10-minute performances and/or 20-minute ambient entertainment performance, depending on the theme</li> <li>• Coordination with the DMC that will mount the appropriate musical / cultural entertainment</li> <li>• Provision of 50 giveaways/ dinner tokens for the participants</li> <li>• With uniformed waitstaff on standby who are knowledgeable of the menu and the establishment</li> </ul> <p>Themed Dinner 14 November 2021, Sunday   7:00 – 8:30 PM</p> <p><b>REQUIREMENTS:</b></p> <ul style="list-style-type: none"> <li>• Incentivized / pre-arranged / exclusive themed dinner in managed buffet set up in al fresco setting or aesthetically presentable indoor setting fit for MICE clients</li> <li>*with venue styling/ decoration and table centerpiece</li> <li>• Establishments’ health and safety protocols including disinfection and physical distancing practices in place</li> <li>• All dietary restrictions of participants to be taken into consideration</li> <li>• With a minimum of one (1) round of drinks (choice of: beer, bottled water, juice or soft drinks)</li> <li>• With six (6) bottles of red and white wine</li> <li>• With an existing stage and basic sound system</li> <li>• With in-house performers that can render an appropriate 5- to 10-minute performance and/or 20-minute ambient entertainment performance, depending on the theme</li> <li>• Provision of 50 giveaways for the participants / dinner tokens</li> <li>• With uniformed waitstaff on standby who</li> </ul>	<p>PhP200,000.00</p>	<p>PhP200,000.00</p>
---------------------	---	----------------------	----------------------


<p><b>LOT 3</b></p>	<p>Themed Farewell Dinner 15 November 2021, Monday   7:00 – 8:30 PM</p> <p><b>REQUIREMENTS:</b></p> <ul style="list-style-type: none"> <li>• Incentivized / pre-arranged / exclusive farewell dinner in managed buffet set up in al fresco setting or aesthetically presentable indoor setting fit for MICE clients *with venue styling/ decoration and table centerpiece</li> <li>• Establishments’ health and safety protocols including disinfection and physical distancing practices in place</li> <li>• All dietary restrictions of participants to be taken into consideration</li> <li>• With a minimum of one (1) round of drinks (choice of: beer, bottled water, juice or soft drinks)</li> <li>• With six (6) bottles of red and white wine</li> <li>• With an existing stage and basic sound system</li> <li>• With in-house performers that can render an appropriate 5- to 10-minute performance and/or 20-minute ambient entertainment performance, depending on the theme</li> <li>• Coordination with the DMC that will mount the appropriate musical / cultural entertainment</li> <li>• Provision of 50 giveaways/ dinner tokens for the participants</li> <li>• With uniformed waitstaff on standby who are knowledgeable of the menu and the establishment</li> </ul> <p><b>Important Note:</b> <i>Bidders should submit a detailed breakdown of the budget bid proposal.</i></p> <p><b>C. SPECIAL / ADDITIONAL REQUIREMENTS</b> The hotel / resort must:</p> <ul style="list-style-type: none"> <li>• Have been conferred / has applied for the WTTC Safe Travel Stamp</li> </ul>	<p>PhP200,000.00</p>	<p>PhP200,000.00</p>
---------------------	--	----------------------	----------------------

	<ul style="list-style-type: none"> <li>• Implement strict health and safety protocols within its premises</li> <li>• Engage in the business of food and beverage for at least five (5) years at the date and time of the opening of bids</li> <li>• Designate one point person who will coordinate with TPB</li> <li>• Be flexible and could adjust immediately to urgent requirements without additional costs to the client</li> <li>• Preferably have an account in the Land Bank of the Philippines</li> <li>• Be willing to provide services on “send-bill” arrangement</li> </ul> <p><b><i>*See the attached Technical Specifications*</i></b></p>		<b>Total Amount:</b> PhP600,000.00
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP600,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis\_lee@tpb.gov.ph** not later than **26 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.

1. Mayor's Permit/ License 2021
2. BIR Registration / TIN
3. Company Profile/ Reference
4. PhilGEPs Certificate
5. Omnibus Sworn Statement
6. DTI Business Registration / SEC Certificate
7. DOT Certificate of Authority to Operate (CAO) as Staycation Hotel / Resort

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.