

## REQUEST FOR QUOTATION

29 October 2021

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

**Quotation No.** TPB-PR.2021.10.405

**PR No.** 10.042

### REQUIREMENTS: SHUTTLE SERVICES FOR THE MONTH OF NOVEMBER AND DECEMBER 2021


Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
	<p><b>I. SCOPE OF WORK</b> Specifically included as major requirements for this project are the following:</p> <p><b>Routes:</b> 15 working days</p> <p style="padding-left: 20px;">Two (2) vans for Cavite – Manila – Cavite</p> <p style="padding-left: 20px;">Two (2) vans for within Metro Manila</p> <p style="padding-left: 20px;">Two (2) vans for Bulacan – Manila – Bulacan</p> <p><b>II. TECHNICAL REQUIREMENTS</b></p> <p>1. Vehicle must be Model 2017 or newer, 10-seater or bigger, air conditioned, with current registration and insurance.</p> <p>2. Rates must include use of vehicle, driver's services, driver's meals and communication expenses, parking fees, vehicle maintenance and consumables such as fuel, oil and lubricants. <b><i>Toll fees shall be paid by the passengers to the assigned drivers.</i></b></p> <p>3. All vehicles must have 3 big umbrellas, sanitizing agents (i.e. disinfectant spray, alcohol), and repair necessary tools.</p> <p>4. Driver must have at least three (3) years of experience as professional driver, be familiar with the major and minor routes in the areas within Laguna, Cavite and Metro Manila, and must be presentable.</p>	<p>P5,500.00</p> <p>P5,100.00</p> <p>P6,000.00</p>	<p>P165,000.00</p> <p>P153,000.00</p> <p>P180,000.00</p>

	<p>5. Driver must be equipped with a cellphone for easy communication with passengers. Mobile phone unit and related expenses must be provided by the service provider.</p> <p>6. The procuring entity (TPB) reserves the right to inspect each and every vehicle provided and demand an immediate replacement should problems/issues arise.</p> <p>7. The service provider shall be DOT accredited</p> <p><b><i>*See attached Technical Specifications*</i></b></p>		
Terms	30 days upon receipt of invoice		<b>Total Amount:</b> P498,000.00
ABC	Approved Budget for Contract (ABC) is PhP498,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis\_lee@tpb.gov.ph** not later than **04 November 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. Income/Business Tax Return
3. Company Profile/ Reference
4. PhilGEPs Certificate
5. Omnibus Sworn Statement
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.