

**INVITATION TO BID FOR  
(ITB NO. 2021-025)**

**SERVICES OF A TOUR OPERATOR FOR THE IMPLEMENTATION OF MARKET  
ASSISTANCE ON SUSTAINABLE COMMUNITY-BASED TOURISM 2021 – BUHI,  
CAMARINES SUR**

1. The **Tourism Promotions Board (TPB)**, through **2021 Corporate Operating Budget (COB)** intends to apply the sum of **One Million Two Hundred Thousand Pesos Only (Php1,200,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Services of a Tour Operator for the Implementation of the Market Assistance on Sustainable Community Based Tourism 2021 – Buhi, Camarines Sur (5D/4N) on 12-16 January 2022.**

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The **Tourism Promotions Board (PB)** now invites bids for **Services of a Tour Operator for the Implementation of the Market Assistance on Sustainable Community Based Tourism 2021 – Buhi, Camarines Sur (5D/4N) on 12-16 January 2022.** Delivery of the Goods is required **based on the provided Schedule of Delivery upon receipt of the signed and approved Notice to Proceed (NTP).**

Bidders should have completed, **at least three (3) years** from the date of submission and receipt of bids, a contract similar to the Project as a Travel and Tour Agency/Company. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary **“pass/fail”** criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from **Tourism Promotions Board – Bids and Awards Committee (TPB – BAC) Secretariat** and inspect the Bidding Documents at the address given below during office hours from **08:00 A.M. – 05:00 P.M.** from Monday – Friday (or during the weekdays).

5. A complete set of Bidding Documents may be acquired by interested Bidders on **5– 29 November 2021** herein stated *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos Only (PhP5,000.00)*. The **Tourism Promotions Board (TPB)** shall allow the bidder to present its proof of payment for the fees: ***copy of the payment receipt from the Cash Division and the acknowledgement receipt duly accomplished and signed by the bidder/s.*** Bidder may participate provided that the Financial Proposal does not exceed in the ABC.

It may also be downloaded free of charge from the website of the **Philippine Government Electronic Procurement System (PhilGEPS)** and the corporate website of the **Tourism Promotions Board (TPB)**, provided that Bidders shall pay the applicable fee for the Bidding Documents **a day before** the submission of their bids.

6. The **Tourism Promotions Board (TPB)** will hold a Pre-Bid Conference<sup>1</sup> on **15 November 2021, 01:30 P.M.** through video conferencing or webcasting **via Zoom link** (*link shall be provided and reflected in the issuance of Supplemental Bid Bulletin*), which shall be open to prospective and interested bidders.

(Note: The venue for the Pre-Bid Conference may be subject to change in compliance with GPPB Resolution No. 09-2020, dated 7 May 2020, and other relevant issuances which will be posted through a Supplemental Bid Bulletin, if any.)

7. Bids must be duly received by the BAC Secretariat through digital/electronic submission to the email provided below, on or before **29 November 2021 at 01:00 P.M., send to [bac\\_sec@tpb.gov.ph](mailto:bac_sec@tpb.gov.ph), copy furnished [farhan\\_ambiong@tpb.gov.ph](mailto:farhan_ambiong@tpb.gov.ph).** Late bids shall not be accepted.

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.

9. Bid opening shall be on **29 November 2021 at 01:30 P.M.** via **Zoom virtual platform**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity. Late bids shall not be accepted.

(Note: The manner of submission may be subject to change in compliance with GPPB Resolution No. 09-2020, dated 7 May 2020, and other relevant issuances which will be posted through a Supplemental Bid Bulletin, if any.)

10. The **Tourism Promotions Board (TPB)** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract

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<sup>1</sup> May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

*Eloisa A. Romero/Farhan M. Ambiong*  
*BAC Secretariat, Tourism Promotions Board*  
*4<sup>th</sup> Floor Legaspi Towers 300, Roxas Boulevard, Manila*  
*Tel. No. (8) 525-9318 local 268*  
*E-mail: [bac\\_sec@tpb.gov.ph](mailto:bac_sec@tpb.gov.ph)/[farhan\\_ambiong@tpb.gov.ph](mailto:farhan_ambiong@tpb.gov.ph)*  
*Fax No. (02) 526-5971*

12. You may visit the **Tourism Promotions Board (TPB)** and other websites:

For downloading of Bidding Documents: [www.tpb.gov.ph](http://www.tpb.gov.ph).

For the actual posting of the requirement: [www.philgeps.gov.ph](http://www.philgeps.gov.ph).

5 November 2021



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**ATTY. VENANCIO C. MANUEL III**

*Chairperson*

*Bids and Awards Committee*

