

## Request for Quotation

**10 November 2021**

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

Quotation No. **TPB-RFQ 2021-11-423**

PR No. 10.044

**Project Title:** 500 Years of Christianity Commemorative

**Requirements:** Supply of Corporate Giveaways – Plates

Unit	Particulars	Unit Cost	Total Cost
1,428 pcs	<p align="center"><b>Supply of Corporate Giveaways – Five (500) Years of Christianity (YOC) Commemorative Plates</b></p> <p><b>Background:</b></p> <p>The 500 Years of Christianity in the Philippines celebrations is part of the larger 2021 Quincentennial Commemorations in the Philippines (2021 QCP) event organized by the Philippine government. The Philippine national government aims to commemorate the 500th anniversary of the Filipinos' first contact with the Spanish in 1521 from a Filipino-centric point of view in 2021.</p> <p>The National Quincentennial Committee (NQC) was created for this purpose in May 2018, when President Rodrigo Duterte issued Executive Order (EO) No. 55. President Duterte issued EO 103 on January 28, 2019 formalizing the intent for the commemorations to be "Filipino-centric" and expanded the membership and scope of the NQC</p> <p>To mark this important historical and religious milestone in Philippine history, the TPB will procure Commemorative Plates for the 500 years of Christianity to celebrate this important historical and religious milestone. These plates, which will feature the 500 Years of Christianity Logo and its theme - #GiftedToGive, to be displayed in rooms, doors, gates, and business establishments.</p> <p>In view of the above, the Industry Relations and Services Division of the Domestic Promotions Board needs authorized distributors of the 500 Years of Christianity (YOC) Commemorative Plates bearing its official event theme – Gifted to Give and official logo.</p> <p><b>Scope of Services/Technical Specifications:</b></p>	PhP700.00	PhP999,600.00

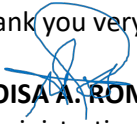
Type	500 Years of Christianity (YOC) Commemorative Home and Business Plates		
Design	Bears the official theme of 500 YOC, event logo with the original layout design		
Size	6 inches x 12 inches		
Material	Metal Substrate		
Print	Plain Direct Digital Print		
Packaging	Individually packed with hard carton casing		
Other Requirements	Please submit sample based on the approved specifications and design;  Sample submitted must be of similar representation of the items to be delivered and will be used as basis for the bid evaluation  Failure to submit/present similar sample based on the above specification will not be considered and will be disqualified.		
Delivery Period and Schedule	Thirty (30) days upon receipt of Notice to Proceed (NTP)		
Type	500 Years of Christianity (YOC) Commemorative Home and Business Plates		
Quantity	1,428 pieces		
<p><b>Qualification of the Service Provider:</b></p> <ol style="list-style-type: none"> <li>1. Must be a legally registered firm under the Philippine laws for at least 3 years. <b>Required to submit proof of registration either from SEC or DTI</b></li> <li>2. Must be a registered merchant under PhilGEPS. <b>Required to submit Certificate of PhilGEPS Registration.</b></li> <li>3. Must have relevant experience in the distribution of commemorative plates similar to the project requirement in the last 3 years. Must submit a <b>List of completed projects similar to the requirement.</b></li> </ol> <p><b>Approved Budget for the Contract (ABC):</b></p> <p><b>NINE HUNDRED NINETY-NINE THOUSAND AND SIX HUNDRED PESOS ONLY (PhP 999,600.00)</b> inclusive of all applicable taxes.</p> <p><b>Terms of Payment:</b></p> <p>Full payment after complete delivery and upon submission of the billing statement.</p>			

	<b>*** Nothing Follows ***</b>		
Terms	30 days upon receipt of the Billing Statement/SOA		
Delivery	Thirty (30) days upon receipt of Notice to Proceed (NTP)		
ABC	<b>PhP996,600.00</b> inclusive of all applicable charges and taxes		

The last day for submission of **quotation** is not later than 05:00 p.m. on **16 November 2021, thru e-mail at [farhan\\_ambiong@tpb.gov.ph](mailto:farhan_ambiong@tpb.gov.ph)** for the advance copy of the bid documents and the original copy to the address provided below, 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.

Please address your quotation to the undersigned.

Thank you very much.

  
**ELOISA A. ROMERO**  
Administrative Officer V  
Procurement and General Services Division

Contact Person                               **FARHAN M. AMBIONG**  
Contact No                                       (8)525-9318local 268

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. *Business or Mayor`s Permit/Certification (as of 2021)*
2. *Annual Income Tax Return (Updated and most recent)*
3. *Company Profile/Curriculum Vitae (for sole proprietorship)(latest and updated)*
4. *PhilGEPS Certificate/Membership (latest)*
5. *Notarized Omnibus Sworn Statement (provided below)*

**Omnibus Sworn Statement (Revised)**  
***[shall be submitted with the Bid]***

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REPUBLIC OF THE PHILIPPINES )  
 CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working

Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*