

## REQUEST FOR QUOTATION

04 January 2022

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

**Quotation No.** TPB-PR.2022.01.005

**PR No.** 1.013

**REQUIREMENTS: SHUTTLE SERVICES FOR THE MONTH OF JANUARY 2022 TO THE TPB EMPLOYEES**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
	<b>I. ROUTES:</b> <b>15 working days</b> Two (2) vans for Cavite – Manila – Cavite Three (3) vans for within Metro Manila Two (2) vans for Bulacan – Manila – Bulacan <b>6 working days</b> One (1) van for Laguna – Manila – Laguna	P5,500.00 P5,100.00 P6,000.00 P6,000.00	P165,000.00 P229,500.00 P180,000.00 P36,000.00
	<b>II. TECHNICAL REQUIREMENTS</b> 1. Vehicle must be Model 2017 or newer, 10-seater or bigger, air-conditioned, with current registration and insurance. 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> 3. All vehicles must have 3 big umbrellas, sanitizing agents (i.e., disinfectant spray, alcohol), and repair necessary tools. 4. Driver must have at least three (3) years of experience as a professional driver, be familiar with the major and minor routes in the areas within Laguna, Cavite, and Metro Manila, and must be presentable.		

	<p>5. Driver must be equipped with a cellphone for easy communication with passengers. Mobile phone units 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>8. <b>Dates are indicative. TPB will be charged based on the actual number of trips consumed.</b></p> <p><b>*See attached Technical Specifications*</b></p>		
Terms	30 days upon receipt of invoice		<b>Total Amount:</b> P610,500.00
ABC	Approved Budget for Contract (ABC) is Php610,500.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at [genesis\\_lee@tpb.gov.ph](mailto:genesis_lee@tpb.gov.ph) not later than **10 January 2022 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
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 on your company letterhead.**  
 Price Validity shall be for a period of thirty (30) calendar days.