

**INVITATION TO BID FOR
(ITB NO. 2022-003)**

**SERVICES OF AN EVENT MANAGEMENT COMPANY FOR THE IMPLEMENTATION OF
REGIONAL TRAVEL FAIRS IN BICOL AND CALABARZON 2022**

1. The *Tourism Promotions Board (TPB)*, through *2022 Corporate Operating Budget (COB)* intends to apply the sum of *Four Million One Hundred Ten Thousand Pesos Only (4,110,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *Services of an Event Management Company for the Implementation of Regional Travel Fairs in Bicol and CALABARZON 2022* broken down into lots as follows:

Lots	Particulars	Approved Budget for the Contract (ABC)
1	BICOL 28 April-1 May 2022 #Exciting Bicol (Sorsogon)	Two Million Three Hundred Thousand Pesos Only (PhP2,300,000.00)
2	CALABARZON 27-30 October 2022 #Discover CALABARZON (Sta. Rosa, Laguna)	One Million Eight Hundred Ten Thousand Pesos Only (PhP1,810,000.00)

Interested bidders may participate provided that the Technical and Financial documents shall be completely submitted as prescribed in the bidding documents. 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 an Event Management Company for the Implementation of Regional Travel Fairs in Bicol and CALABARZON 2022*. Delivery of the Goods is required *based on the provided Schedule of Delivery and upon receipt of the signed and approved Notice to Proceed (NTP)*.

Bidders should have completed, *at least Five (5) years* from the date of submission and receipt of bids, a contract similar to the Project. 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 **15 February-7 March 2022** 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 Five Thousand Pesos Only (PhP5,000.00) for all lots and Two Thousand Five Hundred Pesos Only (PhP2,500.00) per lot.* 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 do not exceed in the ABC.

Note: Bidders who have tend to pay the bidding documents via fund/bank transfer, please facilitate the payment three (3) working days before the deadline of submission of bids in order for the TPB Cash Division to issue an Official Receipt and other relevant documents.

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 **three (3) days before** the submission of their bids.

6. The **Tourism Promotions Board (TPB)** will hold a Pre-Bid Conference¹ on **23 February 2022, 11:00 A.M.** through video conferencing or webcasting *via Zoom platform <https://zoom.us/j/91005788677?pwd=eFlwWUo0c1QwdW9lam1Yd2dWd2xTQT09>*, which shall be open to prospective 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 **7 March 2022 at 02:00 P.M., send to bac_sec@tpb.gov.ph, copy furnished 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 **7 March 2022 at 02:30 P.M.** via **Zoom virtual platform <https://zoom.us/j/97365423098?pwd=NG01UVpoUIRNdEl6bGZuTFV5Rllvdz09>**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity. Late bids shall not be accepted.

¹ 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.

(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 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
4th Floor Legaspi Towers 300, Roxas Boulevard, Manila
Tel. No. (8) 525-9318 local 268
E-mail: bac_sec@tpb.gov.ph/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.

For the actual posting of the requirement: www.philgeps.gov.ph.

15 February 2022



ATTY. VENANCIO C. MANUEL III

Chairperson

Bids and Awards Committee

