

08 February 2022

REQUEST FOR QUOTATION (RFQ)

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

RFQ No. TPB-PR 2022.02.033

**Requirement: Supply and Delivery of Meal Vouchers/Certificate
Awardees of the 2021 Year-End Recognition of the TPB Members**


Quantity	Particulars	Estimated Unit Price (PhP)	Estimated Total Amount (PhP)
9 units	<p>Supply and Delivery of Meal Voucher/ Certificate</p> <ul style="list-style-type: none"> - Good for two(2) pax worth P5,000.00 - For dine in only - Seven(7) vouchers redeemable at any DOT accredited restaurant/hotel in Manila - Two(2) vouchers redeemable at any DOT accredited restaurant/ hotel in Cebu - Vouchers must be valid and redeemable within one (1) year from the date of issuance. - The value of the meal vouchers can be upgraded provided the add-on value shall be charged to the respective guest. - The meal vouchers shall be transferable but not convertible to cash. - Prior to the redemption of the voucher, the awardee/guest must coordinate with the service provider for the coordination with the preferred establishment. <p>ELIGIBILITY REQUIREMENTS The business must be Filipino –owned, legally registered under the Philippine Laws, and must be in operation for the last three (3) years.</p>	54,000.00	54,000.00

	<p>TECHNICAL REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Articles of Incorporation, SEC, DTI, CDI, registration certificate, whichever is applicable 2. Company Profile 3. List of ongoing and completed government and private contract for the last three (3) years whether similar or not similar in nature to the project. The format shall include the name of the client, title of the project, amount of the contract, and duration of the project. <p>LEGAL REQUIREMENTS</p> <ol style="list-style-type: none"> 1. PhilGEPS Registration Certificate 2. Business/Mayor's permit 3. BIR Certificate of Registration 4. Omnibus Sworn Statement <p>Attachments:</p> <ul style="list-style-type: none"> • Technical Specifications • Revised Omnibus Sworn Statement <p>Note:</p> <ul style="list-style-type: none"> • All entries must be typewritten in your company letterhead. • Price Validity shall be for a period of <u>thirty (30)</u> calendar days. 		
Terms	As stated		
Delivery	As stated		
ABC	PhP54,000.00 inclusive of applicable taxes		

Please submit your **quotation together with the technical and legal documents** enumerated above to email address *janet_villafranca@tpb.gov.ph* not later than **23 February 2022, 5:00PM**, subject to the Terms and Conditions stated herewith and the shortest time of delivery.

The **submission of the quotation and other documents shall be in one (1) compressed file folder, any submission not in this format will not be considered.** For easy identification of email, the subject shall be in this format: **Meal Voucher_<Company Name>**

Thank you very much.


ELOISA A. ROMERO
 Head, Procurement and General Services Division
 Administrative Department