

01 April 2022

REQUEST FOR QUOTATION (RFQ)

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

RFQ No. TPB-PR 2022.04.101

Requirement: Supply and Delivery of Cultural Entertainment Package During the Welcome Dinner Reception for Participants of The Ring Central Incentive Trip

| Quantity | Particulars | Estimated Unit Price (Php) | Estimated Total Amount (Php) |
|----------|--|----------------------------|------------------------------|
| 1 lot | <p>Cultural Entertainment Package</p> <p>Date: 23 April 2022 Venue: The Crimson Boracay Resort & Spa Audience: 110 pax foreign and local participants Length of Show: 30-40 minutes Theme: Best of the Philippines dances showing Luzon, Visayas, and Mindanao</p> <p>Technical Specifications</p> <ol style="list-style-type: none"> The presentation should depict the best of Philippine music, songs, dances in both traditional/cultural and contemporary genres in a fresh, dynamic and unique approach, fit for an international audience. The presentation should feature the best and most appropriate Filipino performers. Lively music and dance numbers to draw the crowd's attention, with a duration of no less than 30 minutes <p>Scope of Work</p> <ol style="list-style-type: none"> Supplier should provide the costumes and props necessary for the performances | 150,000.00 | 150,000.00 |

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| | <p>2. Supplier shall arrange for, and shoulder, the performers' travel and other expenses, including airfare, land transportation, accommodation, meals, and other miscellaneous expenses, as needed</p> <p>3. Supplier should coordinate with the venue ahead of time for the technical requirements of the performances, such as lights and sounds, audiovisual system, staging, emcee spiels (if any), schedule of the dry run, and other elements the show</p> <p>ELIGIBILITY REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Must be a Filipino-owned, operating and legally registered events management company or Performing Group Provider under Philippine laws. 2. Must have a minimum of 3-years' experience in organizing medium scale events and performances of dances ranging from traditional, cultural, classic, folk, ballroom, modern and contemporary genres, featuring Filipino artists and talents. 3. Must have a wide network of talent contacts, i.e. various performers of music, songs and dances 4. Must have the expertise in the conceptualization and in the direction of performance in all fields of Philippine cultural dances. 5. Must have handled at least two (2) government projects/events 6. Must be duly accredited with the Philippine Government Electronic Procurement Systems (PHILGEPS) 7. Conduct of shows/ tour performances abroad is an advantage. <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 | | |
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| | <p>3. List of ongoing and completed government and private contracts 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> <p>4. Supplier must submit a proposal detailing the full entertainment plan and final program scenario to TPB</p> <p>5. Supplier must also submit the following together with the proposal:</p> <ul style="list-style-type: none"> - Recommended artists/performers and proposed repertoire for the show - Projects/events handled within the last three (3) years, including government projects previously involved with - a sample photo/video documentation of past shows implemented <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 • Statement of Compliance to the Technical Specifications <p>Note:</p> <ul style="list-style-type: none"> • All entries must be typewritten on your company letterhead. • Price Validity shall be for a period of <u>thirty (30)</u> calendar days. | | |
| Terms | As stated | | |
| Delivery | As stated | | |
| ABC | PhP150,000.00 inclusive of applicable taxes | | |


Please submit your **quotation together with the technical and legal documents** enumerated above to the email address *janet_villafranca@tpb.gov.ph* not later than **07 April 2022, 5:00 PM**, 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, submission not in this format shall not be considered.** For easy identification of email, the subject shall be in this format: **EntPack_RingCentral_<Company Name>**.

The **BAC Secretariat requests to submit a hardcopy of the quotation following its digital submission at the address below:**

**BAC Secretariat
Procurement and General Services Division
4/F, Legaspi Towers 300, Roxas Boulevard, Manila**

Thank you very much.


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