

REQUEST FOR QUOTATION

31 May 2022

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

Quotation No. TPB-PR.2022.05.175

PR No. 5.026

REQUIREMENTS: ENGAGEMENT OF TRAINING SERVICE PROVIDER FOR THE TPB'S 2022 IN-HOUSE LEARNING SESSIONS

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
	ENGAGEMENT OF TRAINING SERVICE PROVIDER FOR THE TPB'S 2022 IN-HOUSE LEARNING SESSIONS		
LOT 1	Training on Marketing Strategy on 21-22 June 2022	PhP180,000.00	PhP180,000.00
LOT 2	Training on Marketing Proficiency on 5-6 July 2022	PhP180,000.00	PhP180,000.00
LOT 3	Road Safety Seminar and Vehicle Maintenance and Troubleshooting Workshop on 06 and 13 August 2022	PhP180,000.00	PhP180,000.00
	<p>SCOPE OF DELIVERABLES</p> <ul style="list-style-type: none"> ▪ <u>Pre-Session:</u> <ol style="list-style-type: none"> 1. Must submit a proposed course outline for approval of the end-user 2. Poster Announcement or Teaser video 3. Pre-approved evaluation instrument to be used by supervisors to measure the application of the learning of the participants after 6 months 4. Must submit negative results of antigen test for the Subject Matter Expert, Training Assistant/s and project management team who will be physically 		

	<p>present at the training venue, a day before the session dates.</p> <ul style="list-style-type: none"> ▪ <u>In-Session:</u> <ol style="list-style-type: none"> 1. Administer pre-test and post-tests within the learning sessions; 2. Training Coordinator and Learning Service Provider 3. Training handouts, supplies, and materials ▪ <u>Post-session:</u> <ol style="list-style-type: none"> 1. Provision of certificates 2. Submission of post-program/terminal reports <p style="text-align: center;">*Please see the Attached the Terms of Reference*</p>		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP540,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **06 June 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 2022
2. Income/Business Tax Return
3. Company Profile/ Reference
4. PhilGEPs Certificate
5. Omnibus Sworn Statement

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.