

REQUEST FOR QUOTATION

12 September 2022 2022

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

Quotation No. TPB-PR.2022.09.286

PR No. 8.035

REQUIREMENTS: SERVICE PROVIDER OF CULTURAL ENTERTAINMENT FOR THE ASSOCIATION OF DEVELOPMENT FINANCING INSTITUTIONS IN ASIA AND THE PACIFIC (ADFIAP) 45TH ANNUAL MEETING AND FOUNDING ANNIVERSARY

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount												
1 LOT	<p>SERVICE PROVIDER OF CULTURAL ENTERTAINMENT FOR THE ASSOCIATION OF DEVELOPMENT FINANCING INSTITUTIONS IN ASIA AND THE PACIFIC (ADFIAP) 45th ANNUAL MEETING AND FOUNDING ANNIVERSARY</p> <p>SCOPE OF WORK/SERVICES</p> <table><tr><td>EVENT</td><td>ADFIAP Welcome Dinner Reception and Awarding Ceremony</td></tr><tr><td>DATE TIME</td><td>26 October 2022, Wednesday, 7:00-9:00 PM</td></tr><tr><td>VENUE</td><td>Conrad Hotel</td></tr><tr><td>AUDIENCE PROFILE</td><td><u>100</u> Foreign Delegates mostly from Asian countries and <u>150</u> Local Delegates</td></tr><tr><td>THEME</td><td>Best of Philippine dances showing Luzon, Visayas and Mindanao culture.</td></tr><tr><td>SHOW DURATION</td><td>15-20 minutes lively Philippine cultural dance presentation</td></tr></table> <p>1. The presentation should depict the best of Philippine music, songs, and dances in both traditional/cultural and</p>	EVENT	ADFIAP Welcome Dinner Reception and Awarding Ceremony	DATE TIME	26 October 2022, Wednesday, 7:00-9:00 PM	VENUE	Conrad Hotel	AUDIENCE PROFILE	<u>100</u> Foreign Delegates mostly from Asian countries and <u>150</u> Local Delegates	THEME	Best of Philippine dances showing Luzon, Visayas and Mindanao culture.	SHOW DURATION	15-20 minutes lively Philippine cultural dance presentation	PhP125,000.00	PhP125,000.00
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	<p>contemporary genres in a fresh, dynamic and unique approach, fit for an international audience.</p> <ol style="list-style-type: none"> 2. The presentation should include a snippet of Asian dances and songs should be part of the presentation to foster camaraderie with other Asian delegates. 3. The entertainment company must be flexible in dividing the dance presentation into sets as deemed fit in the program. 4. The presentation should be appropriate to the event and venue 5. The entertainment company shall provide the costumes and props necessary for the performances 6. Supplier shall arrange for, and shoulder, the performers' professional fees, and production assistants; travel and other expenses, land transportation, accommodation, meals, and other miscellaneous expenses, as needed 7. 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 of the show. 8. Must submit in digital format photos of the performance. <p>ADDITIONAL TECHNICAL/ELIGIBILITY REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Company Profile 2. Participation in world dance competitions or cultural performances overseas in the past 3 years (submit listing) 3. Must have handled at least two (2) government projects/events (submit listing) 4. Must have handled projects/shows within the last three years (submit listing) 		
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	LEGAL REQUIREMENTS 1. PhilGEPS Registration Certificate 2. Business/Mayor's permit 3. Income/Business Tax Return 4. Omnibus Sworn Statement Attachments: 1. Technical Specifications Note: 1. All entries must be typewritten on your company letterhead. 2. Price Validity shall be for a period of <u>thirty (30)</u> calendar days.		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP125,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **16 September 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.

Please be informed that the Tourism Promotions Board is evaluating our suppliers' performance based on these criteria: Quality (40%), Cost (25%), Timeliness (25%), and Customer Service (10%)

Thank you very much.


ROSELLE D. ROMERO

Acting Head, Procurement and General Services Division
Administrative Department

Contact Person
Contact No.

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