



REQUEST FOR QUOTATION

29 September 2022

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

Quotation No. <u>TPB-PR.2022.09.317</u> **PR No.** 9.021

REQUIREMENTS: SERVICE PROVIDER OF CULTURAL ENTERTAINMENT FOR THE INTERNATIONAL FEDERATION OF AIR TRAFFIC CONTROLLERS ASSOCIATION (IFATCA) 38TH ASIA PACIFIC REGIONAL MEETING

Quantity		Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	SERVICE PROVIDER OF CULTURAL ENTERTAINMENT FOR THE INTERNATIONAL FEDERATION OF AIR TRAFFIC CONTROLLERS (IFATCA) 38 TH ASIA PACIFIC REGIONAL MEETING		PhP150,000.00	PhP150,000.00
	SCOPE OF WORK/SERVICES			
	EVENT	Opening Program, IFATCA- APRM 2022		
	DATE	20 October 2022 (indicative date)		
	VENUE	Radisson Blu Cebu, Cebu City (TBC)		
	AUDIENCE PROFILE	150 pax (50 local; 100 foreign)		
	THEME	Best of the Philippines' folk dances and songs showcasing local culture and tradition		
	SHOW DURATION	30 to 40 minutes		
	the Phili dances ir contempo and uni	ntation should depict the best of ppines in music, songs, and both traditional/cultural and prary genres in a fresh, dynamic, que approach, fit for an nal audience.		

TOURISM PROMOTIONS BOARD PHILIPPINES



	2. The presentation should feature the best and most appropriate Filipino performers.	
	3. Lively music and dance numbers to draw	
	the crowd's attention, with a duration of	
	no less than 30 minutes	
4	4. The Supplier should provide the costumes	
	and props necessary for the	
	performances;	
	5. The Supplier shall arrange for, and	
	shoulder the performers' travel and other	
	expenses, including airfare/land/sea	
	transportation, accommodation, meals,	
	and other miscellaneous expenses, as	
	needed;	
6	6. The Supplier should coordinate with the	
	Event Organizer (PATCA contact person)	
	and venue ahead of time for the technical	
	requirements of the performances, such	
	as lights and sounds, audiovisual system, staging, emcee spiels, schedule of the dry	
	run, and other elements of the show;	
-	7. The Supplier must submit a proposal	
	detailing the full entertainment plan and	
	final program scenario to the TPB, for	
	approval.	
	ADDITIONAL TECHNICAL/ELIGIBILITY	
	REQUIREMENTS	
	1. Company Profile	
	2. List of local and international events	
	handled/staged performances in the past	
	3 years	
	3. A sample photo/video documentation of	
	past performances/shows implemented	
	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 PhP150,000.00 inclusive of all applicable taxes	

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **04 October 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 29 Sept. 2022 Acting Head, Procurement and General Services Division Administrative Department

Contact Person Contact No. (MISS) GENESIS WEIYN B. LEE (8) 525-7312 local 266