

**REQUEST FOR QUOTATION  
NEGOTIATED PROCUREMENT – TWO-FAILED BIDDINGS**

13 October 2022

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

**Quotation No.** TPB-PR.2022.10.349

**PR No.** 7.037

**REQUIREMENTS: SERVICES OF A TOUR OPERATOR FOR THE MARKETING  
ENHANCEMENT OF SUSTAINABLE COMMUNITY-BASED TOURISM  
(SCBT) SITES PHASE 2 – LOTS 1 & 4 (A &C)**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
LOT 1(A)	<b>BUHI, CAMARINES SUR</b>	PhP1,793,000.00	PhP1,793,000.00
LOT 4(C)	<p><b>MAUBAN, QUEZON</b></p> <p>Each prospective bidder shall submit <b>one (1) original</b> and <b>two (2) copies</b> of its <b>Technical</b> and <b>Financial</b> documents.</p> <p>The <b>Technical Envelope</b> shall contain the following technical documents, <b>labeled/ separated with tabs</b> as follows:</p> <ol style="list-style-type: none"> <li>1. PhilGEPS Platinum Certificate</li> <li>2. Statement of Ongoing and Completed Gov't and Private Contracts within three (3) years</li> <li>3. Statement of Bidder's SLCC within three (3) years, the contract should be at least twenty-five percent (25%) of the ABC</li> <li>4. Notarized Omnibus Sworn Statement</li> <li>5. Audited Financial Statement 2021</li> <li>6. Net Financial Contracting Capacity (NFCC) computation in accordance with a committed Line of Credit from a universal or commercial bank or A committed Line of Credit from Universal or Commercial Bank in Lieu of its NFCC Computation</li> </ol>	PhP1,424,000.00	PhP1,424,000.00

	<p><b>7. Joint Venture Agreements</b> (if applicable and/or not applicable)</p> <p><b>8. Curriculum Vitae (CV) of a Tour Coordinator</b> with at least three (3) years of experience.</p> <p><b>9. DOT Accreditation Certificate</b></p> <p>The <b>Financial Envelope</b> shall contain the following financial documents, <b>labeled/separated with tabs</b> for easy identification of documents as follows:</p> <p><b>1. Financial Bid</b>  <b>2. Price Schedule</b>  <b>3. Other Documentary Requirements</b>  (if applicable)</p> <p><b>Note:</b> Interested bidders shall submit separate technical and financial envelopes per lot and shall be opened and evaluated on a “per lot basis” as prescribed in the bidding documents, which shall be submitted on the prescribed deadline of submission of bids.</p> <p><b>Attachments:</b></p> <p><b>1. Technical Specifications</b>  <b>2. Statement of Compliance to the Technical Specifications</b></p> <p><b>Note:</b></p> <p><b>1. All entries must be typewritten on your company letterhead.</b>  <b>2. Price Validity shall be for a period of <u>thirty (30)</u> calendar days.</b></p>		
Terms	30 days upon receipt of invoice		
ABC	The total Approved Budget for the Contract (ABC) is <b>PhP3,217,000.00</b> inclusive of all applicable taxes		

The winning bidder is required to submit performance security prior to the signing of the contract, which shall remain valid until the issuance by the Procuring Entity of the Certificate of Final Acceptance.

The performance security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity in an amount not less than the percentage of the total contract price in accordance with the following schedule:

Forms of Performance Security	Amount of Performance Security
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank	Five Percent (5%) of Contract Price
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by foreign bank	
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as to authorized to issue such security	Thirty Percent (30%) of Contract Price
(d) Performance Securing Declaration using the prescribed form, subject to the terms and conditions specified in the GPPB Resolution No. 09-2020	N.A.

The procurement of the requirement will be undertaken through Negotiated Procurement - Two Failed Biddings with the provision of Section 53.1 of the Act and the revised IRR following the procedure as prescribed in Annex "H" of the revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Law.

Kindly submit your quotation and legal documents thru **manual submission** not later than **20 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**

13 October 2022  
Acting Head, Procurement and General Services Division  
Administrative Department

Contact Person  
Contact No.

**(MISS) GENESIS WEIYN B. LEE**  
**(8) 525-7312 local 266**