

15 November 2022

REQUEST FOR QUOTATION

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

RFQ No. TPB-RFQ 2022.11.423
PR No. 11.0145

Requirements: Service Provider for Cultural Show / Entertainment
Project Title: Philippine Blockchain Week Nov 29 – Dec 1, 2022 / Marriott Grand Ballroom Manila

Quantity	Item/Description	Estimated Unit Price	Total Cost (PhP)
1 lot	<p>Service Provider for Cultural Show/Entertainment</p> <p>I. BACKGROUND The Philippine Blockchain Week is a weeklong celebration that brings together the entire blockchain ecosystem in the country to drive collaboration and innovation between Web 2 and Web 3, with the ultimate goal of reshaping the Philippines into the Blockchain Capital of Asia.</p> <p>TPB's assistance to the event will include the provision of a cultural entertainment on 29 November to 1 December 2022 (3 days) at the Marriott Grand Ballroom.</p> <p>II. OBJECTIVES The event aims to elevate the image of the Philippines as an innovation hub and turn it into the Blockchain Capital of Asia; and to promote tourism, and collaboration between government and private sector.</p> <p>III. SCOPES OF WORK/SERVICES Specifications:</p>	Php500,000.00	Php500,000.00

	<p>Date/Time : 29 November to 1 December 2022 (3 days) to be confirmed (TBC)</p> <p>Venue : Marriott Grand Ballroom, Marriott Hotel Manila (TBC)</p> <p>Audience : 10,000 local delegates, 500 foreign delegates</p> <p>Theme/Type : Best of Philippine culture showcasing folkdance of Luzon, Visayas and Mindanao.</p> <p>Components of the Show:</p> <p>Date : 29 Nov. 2022 to 1 Dec. 2022 (3 days) Performance/s</p> <p>Animators/Ambient Entertainment</p> <ol style="list-style-type: none"> I. Future + Culture (moving statue/robot – 1 set at the entrance, 8 hrs. per day x 3 days) II. Flash Mob (Main Entrance and/or 2nd flr Marriott Grand Ballroom, 20 to 30 pax, twice a day x 3 days) III. Mindanao Tribal Music (opening salvo ambient performers at the ground floor, more or less 10 performers using Mindanao Indigenous Instruments, morning only x 3 days) IV. Visayas-Ati-atihan (ambient performers as part of the production design – 1 set, 8hrs per day x 3 days) V. Luzon-Mountain Province Drummers (ambient performers as part of the production design – 1 set, 8hrs per day x 3 days) <p>Date : 29 Nov. 2022 Performance/s</p> <ul style="list-style-type: none"> - Opening Ceremony Production Number Ifugao Dances (15min) <p>Date : 1 Dec. 2022 Performance/s</p>		
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	<p>- Closing Ceremony Production Number – Singkil (15min)</p> <p>-</p> <p>IV. REQUIREMENTS:</p> <ol style="list-style-type: none"> 1. The presentation should depict the best of the Philippine dances and fit for an international audience 2. The presentation should be appropriate to the venue 3. The entertainment company shall provide the costumes and props necessary for the performances 4. The presentation should showcase the beauty of the Philippines and the story of the Filipinos through music and exquisite dances. 5. The entertainment company must be flexible in dividing the dance presentation into sets as deemed fit in the program. 6. Supplier shall arrange for, and shoulder, the performers’ professional fees and production assistants; travel and other expenses, including airfare, 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 the show <p>V. ELIGIBILITY REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Must be a Filipino owned operated and legally registered 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 folk, ballroom, modern and contemporary genres, featuring Filipino artists and talents 		
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	<p>3. Must have the expertise in the conceptualization and in the direction of performance in all fields of cultural dances</p> <p>4. Must be duly accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS)</p> <p>5. Must have performed overseas within the last 3 years</p> <p>VI. PAYMENT TERMS</p> <p>1. Send bill arrangement after the completion of services</p> <p>2. 30-days upon receipt of invoice</p> <p>3. The following document should be submitted by the winning bidder in processing the payment:</p> <ul style="list-style-type: none"> • Statement of Account / Billing Statement with detailed costs for all services rendered to include management fee addressed to the: <p>Chief Operating Officer/Officer-in-Charge Tourism Promotions Board 4/F Legaspi Towers 300, Roxas Blvd., Manila 1100</p> <p>Payment will be made through the Land Bank of the Philippines (LBP) account. Should the winning bidder not have account in LBP, bank charges to a preferred alternate bank will be shouldered by the bidder.</p> <p>VII. ADDITIONAL INFORMATION</p> <p>Contact Persons:</p> <p>Ms. ELOISA A. ROMERO Acting Head, Events Marketing and Services Division MICE Department Email: eloisa_romero@tpv.gob.gov.ph</p>		
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	<p>LEGAL REQUIREMENT:</p> <ul style="list-style-type: none"> a. PhilGEPS Certificate b. Mayor's Business Permit c. SEC/DTI Registration Certificate d. BIR Registration /TIN e. Omnibus Sown Statement (Annex "B") f. Company profile (New Supplier) <p>ATTACHMENTS:</p> <ul style="list-style-type: none"> a. Statement of Compliance to the Technical Specification (Annex "A") b. Omnibus Sown Statement (Annex "B") <p>NOTE:</p> <ul style="list-style-type: none"> a. All entries must be typewritten on your company letterhead. b. Price Validity shall be for a period of thirty (30) calendar days. 		
Terms	30 days from receipt of Invoice		
Delivery	29 November to December 1, 2022,		
ABC	The approved budget for the contract (ABC) inclusive of applicable taxes		Php500,000.00

Please submit your **quotation and legal** documents duly signed by your authorized representative to email address bhong_ducusin@tpb.gov.ph not later than **21 November 2022 at 5:00 PM**, subject to the Terms and Conditions stated herein and the shortest time of delivery.

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

15 Nov. 2022

Contact person: Jose T. Ducusin, Jr
Contact number: 02 8525 -7312 / 8525 – 9318 to 27

ANNEX "A"

TECHNICAL SPECIFICATION

Bidders must state “Comply” or any equivalent term in the column “Bidder’s Statement against each of the Individual parameters of each Specification

Item	Description	Total Quantity	Bidder’s Statement of Compliance
A.	Service Provider for Cultural Show / Entertainment for the Philippine Blockchain Week Nov 29 – Dec 1, 2022 / Marriott Grand Ballroom Manila		1 Lot
	<p>Specifications:</p> <p>Date/Time : 29 November to 1 December 2022 (3 days) to be confirmed (TBC)</p> <p>Venue : Marriott Grand Ballroom, Marriott Hotel Manila (TBC)</p> <p>Audience : 10,000 local delegates, 500 foreign delegates</p> <p>Theme/Type : Best of Philippine culture showcasing folkdance of Luzon, Visayas and Mindanao.</p> <p>Components of the Show: Date : 29 Nov. 2022 to 1 Dec. 2022 (3 days) Performance/s Animators/Ambient Entertainment</p> <ol style="list-style-type: none"> I. Future + Culture (moving statue/robot – 1 set at the entrance, 8 hrs. per day x 3 days) II. Flash Mob (Main Entrance and/or 2nd flr Marriott Grand Ballroom, 20 to 30 pax, twice a day x 3 days) III. Mindanao Tribal Music (opening salvo ambient performers at the ground floor, more or less 10 performers using Mindanao Indigenous Instruments, morning only x 3 days) IV. Visayas-Ati-atihan (ambient performers as part of the production 		

	<p>design – 1 set, 8hrs per day x 3 days)</p> <p>V. Luzon-Mountain Province Drummers (ambient performers as part of the production design – 1 set, 8hrs per day x 3 days)</p> <p>Date : 29 Nov. 2022 Performance/s - Opening Ceremony Production Number Ifugao Dances (15min)</p> <p>Date : 1 Dec. 2022 Performance/s - Closing Ceremony Production Number – Singkil (15min)</p>		
	<p>REQUIREMENTS:</p> <ol style="list-style-type: none"> 1. The presentation should depict the best of the Philippine dances and fit for an international audience 2. The presentation should be appropriate to the venue 3. The entertainment company shall provide the costumes and props necessary for the performances 4. The presentation should showcase the beauty of the Philippines and the story of the Filipinos through music and exquisite dances. 5. The entertainment company must be flexible in dividing the dance presentation into sets as deemed fit in the program. 6. Supplier shall arrange for, and shoulder, the performers’ professional fees and production assistants; travel and other expenses, including airfare, 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 		

	<p>system, staging, emcee spiels (if any), schedule of the dry run, and other elements the show</p>		
	<p>V. ELIGIBILITY REQUIREMENTS</p> <ol style="list-style-type: none"> 1. 1. Must be Filipino-owned, and legally registered as Performing Group Provider under Philippine laws. 2. Must have a minimum experience of three (3) years in organizing medium-scale events and dance performances from folk, ballroom, modern and contemporary genres, featuring Filipino artists and talents. 3. Must be competent in conceptualizing and directing cultural performances in all genres. 4. Must have engaged in similar projects and events, organized either by public or private sector companies in the past three (3) years (submit listing). 5. Must submit a company profile. 		
	<p>PAYMENT TERMS</p> <ol style="list-style-type: none"> 1. Send bill arrangement after the completion of services 2. 30-days upon receipt of invoice 3. The following document should be submitted by the winning bidder in processing the payment: <ul style="list-style-type: none"> • Statement of Account / Billing Statement with detailed costs for all services rendered to include management fee addressed to the: <p>Chief Operating Officer/Officer-in-Charge Tourism Promotions Board 4/F Legaspi Towers 300, Roxas Blvd., Manila 1100</p> 		

	Payment will be made through the Land Bank of the Philippines (LBP) account. Should the winning bidder not have account in LBP, bank charges to a preferred alternate bank will be shouldered by the bidder.		
	<u>SCHEDULE OF REQUIREMENTS</u>		
	<u>TERMS OF PAYMENT</u>		
	<ol style="list-style-type: none"> 1. Payment will be on a send-bill arrangement to be settled within thirty (30) calendar days upon receipt of billing of statement. 2. The supplier must have a Land bank account. Payment will be made through an LBP bank deposit. In case the supplier does not have a Land bank account, bank charges will be shouldered by the supplier. 		

I hereby certify to Comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of
Representative

Date

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)

CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government

Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____,
Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]*

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]