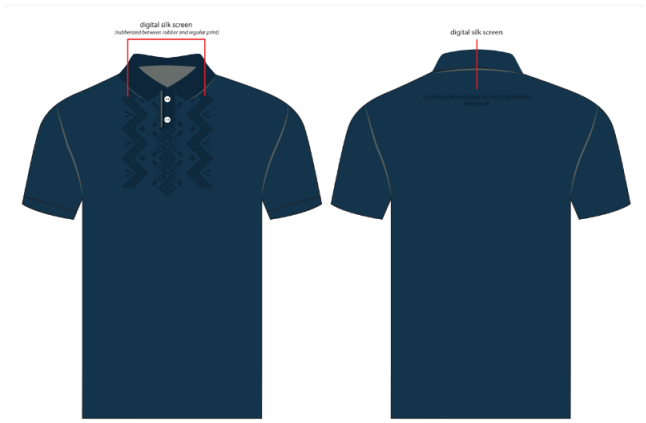
REQUEST FOR QUOTATION

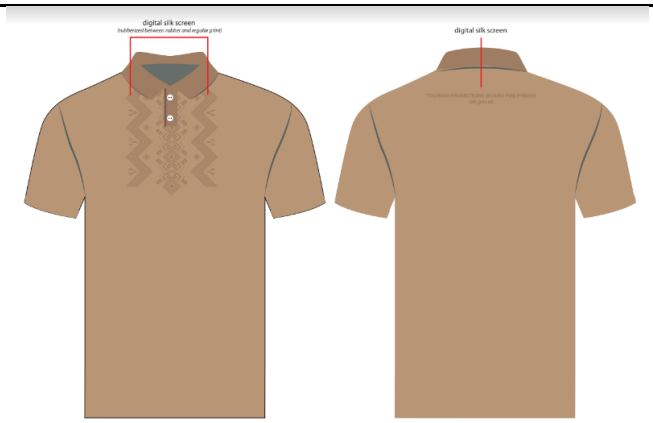
16 November 2022

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

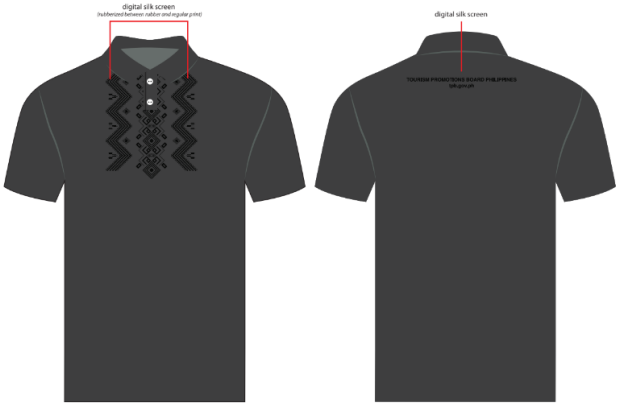
Quotation No. **TPB-RFQ_2022.11.421**
PR No. 11.037

REQUIREMENTS: **SUPPLY AND DELIVERY OF MICECON 2023 UNIFORM (POLO SHIRT AND BOMBER JACKET)**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
LOT 1	**MICECON 2023 UNIFORM (POLO SHIRT)** **Type**: Polo Shirt **Fabric**: - 60% cotton, 40% polyester (ex. Winner) - Straight/Regular cut **Design and Printing**: - Collared/Polo Shirt - Silk-screen printing - Tone to tone printing - Buttons (same with the approved color of polo shirt)  **POLO SHIRT WITH WEAVE ACCENT** *(please submit swatches available)* *color of polo shirt may change based on the approved swatches*	PhP800.00	PhP412,800.00



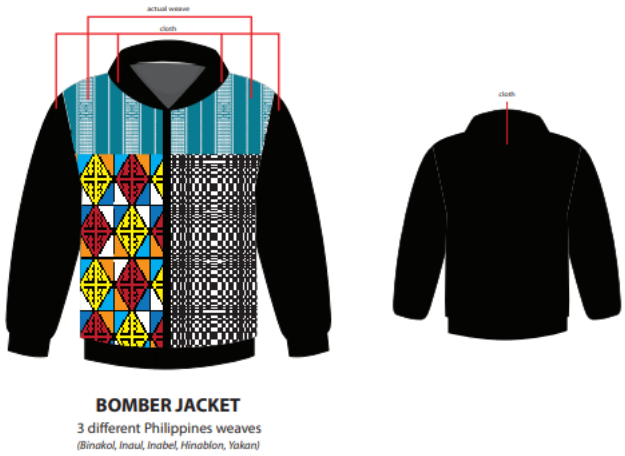
POLO SHIRT WITH WEAVE ACCENT
(please submit swatches available)
color of polo shirt may change based on the approved swatches

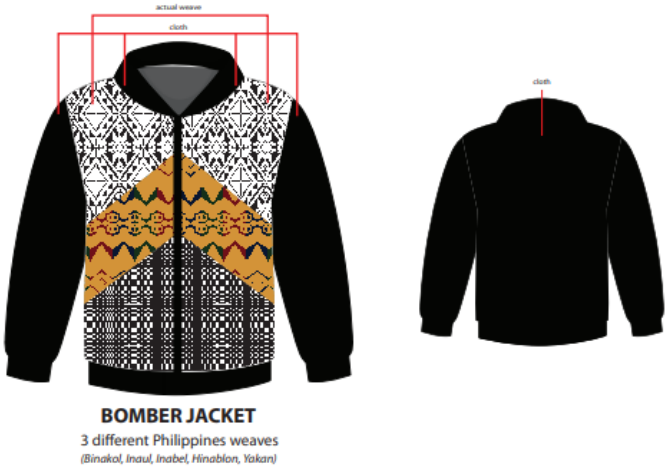


POLO SHIRT WITH WEAVE ACCENT
(please submit swatches available)
color of polo shirt may change based on the approved swatches

Sizes	- Assorted (XS, S, M, L, XL, 2XL, 3XL,4XL) - Winning bidder should provide dummy polo shirts with the actual sizes (XS, S, M, L, XL, 2XL, 3XL) for fitting purposes. - Quantity per size will be provided to the winning bidder.
Other Requirements	- Please submit sample of past works, design, and print process during the submission of bid quotation.

		- Failure to submit/present samples will not be considered and will be disqualified. - Upon receipt of PO/NTP, final sample subject for TPB's approval prior to mass production. - Final layout to be submitted by TPB MARCOM department. - Final actual sample subject to the creative artist and end-user's approval prior to mass production.		
	Delivery Period	On or before 15 February 2023		
	Color Quantity	Tentative Colors: Color 1 - 172 pieces Color 2 - 172 pieces Color 3 - 172 pieces **Total: 516 pieces** *Provide polo shirt color swatches available.*		
	Unit Cost	PhP800.00		
	Total Cost	PhP412,800.00		
LOT 2	**MICECON 2023 UNIFORM (BOMBER JACKET)**		PhP4,500.00	PhP585,000.00
	Type	Bomber Jacket		
	Fabric	To provide sample material that will best match with actual Philippine weave. For approval of TPB.		
	Design and Printing	- Philippine Weave - Pull up zipper for front opening - One pocket on each side of the jacket (outside) - One pocket on each side of the jacket (inside)		





Sizes	- Assorted (S, M, L, XL, 2XL, 3XL, 4XL) - Winning bidder should provide dummy jackets with the actual sizes (S, M, L, XL, 2XL, 3XL, 4XL) for fitting purposes. - Quantity per size will be provided to the winning bidder.
Other Requirements	- Please submit actual sample of jacket during the submission of bid quotation. - Failure to submit/present actual sample based on the above specification will not be considered and will be disqualified.

		- Not limited to the given sample weave. - Submit actual weave cloth to be used. - There must have a sufficient quantity of weave based on the number of orders. - Final actual sample must be presented to the Creative Artist and End-User's approval prior to mass production. - Final layout to be submitted by TPB MARCOM Department. - Check peg jacket with the MICECON Secretariat		
	Delivery Period	On or before 15 February 2023		
	Quantity	130 pieces		
	Unit Cost	PhP4,500.00		
	Total Cost	PhP585,000.00		
	Legal Requirements: 1. PhilGEPS Registration Certificate 2. Business/Mayor's permit 3. SEC/DTI Registration Certificate 4. Income/Business Tax Return 5. Notarized Omnibus Sworn Statement 6. Company Profile **Attachments:** 1. Statement of Compliance to the Technical Specifications (Annex "A") 2. Omnibus Sworn Statement (Annex "B") **Note:** 1. All entries must be typewritten on your company letterhead. 2. Price Validity shall be for a period of thirty (30) calendar days.			

Terms	1. Send bill arrangement. 2. Thirty (30) working days upon complete delivery and receipt of the invoice.		
ABC	Approved Budget for the Contract (ABC) is **PhP997,800.00** inclusive of all applicable taxes		

Please submit your **quotation and legal documents** through email at **neriesse_casitas@tpb.gov.ph** not later than **22 November 2022 at 5:00 PM**, 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
16 November 2022
Acting Head, Procurement and General Services Division
Administrative Department

Contact Person **NERIESSE ANNE B. CASITAS**
Contact No. (8) 525-7312 local 273

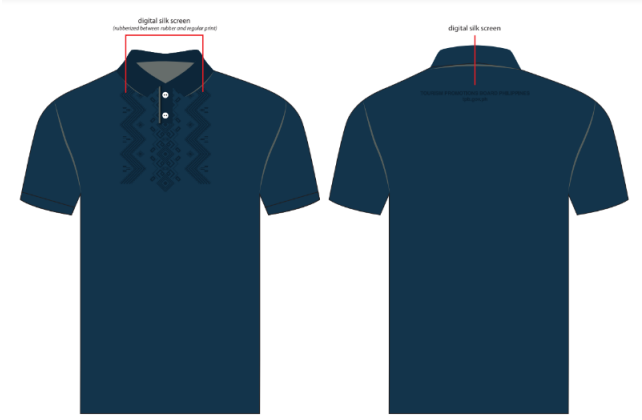
ANNEX "A"

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

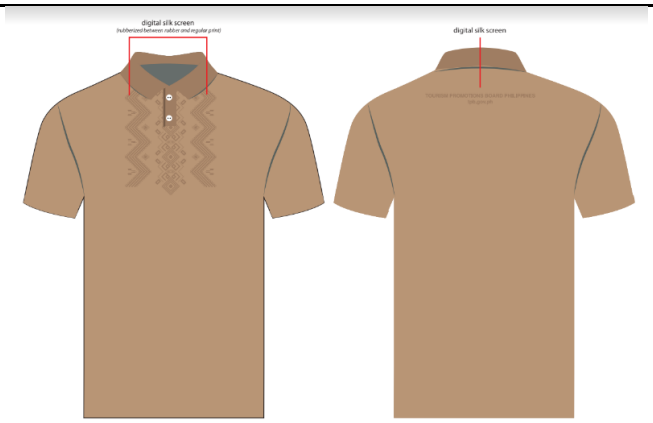
Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement against each of the Individual parameters of each Specification.

Item	Description	Total Quantity	Bidder's Statement of Compliance
A.	**MICECON 2023 UNIFORM (POLO SHIRT)**	Lot 1	

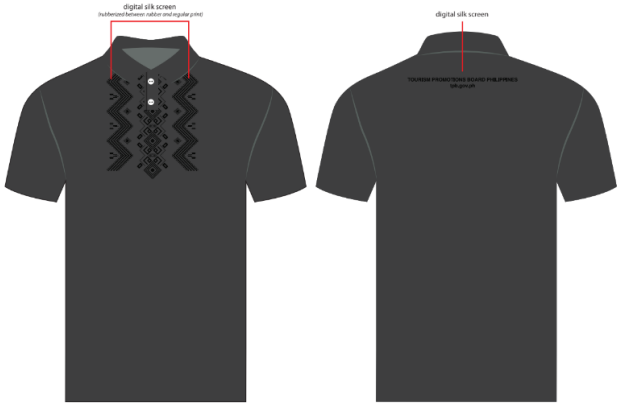
Type	Polo Shirt
Fabric	- 60% cotton, 40% polyester (ex. Winner) - Straight/Regular cut
Design and Printing	- Collared/Polo Shirt - Silk-screen printing - Tone to tone printing - Buttons (same with the approved color of polo shirt)



POLO SHIRT WITH WEAVE ACCENT
(please submit swatches available)
color of polo shirt may change based on the approved swatches



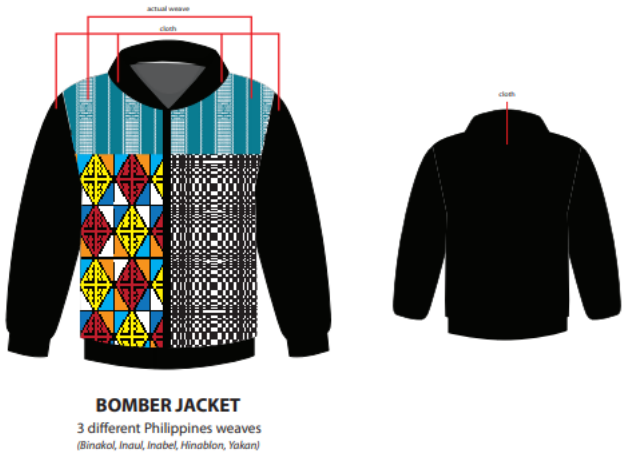
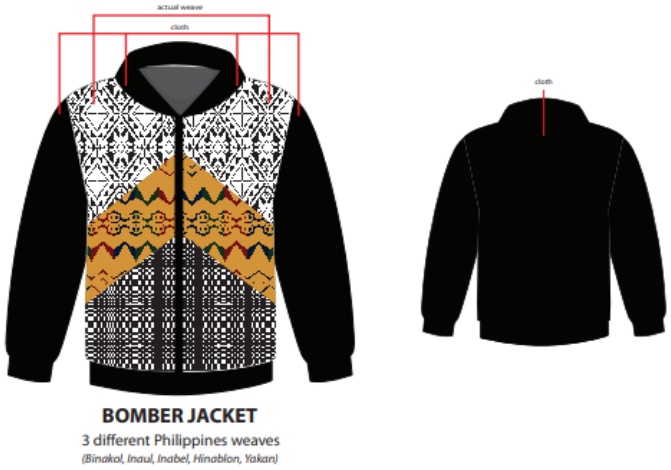
POLO SHIRT WITH WEAVE ACCENT
(please submit swatches available)
color of polo shirt may change based on the approved swatches



POLO SHIRT WITH WEAVE ACCENT
(please submit swatches available)
color of polo shirt may change based on the approved swatches

Sizes	- Assorted (XS, S, M, L, XL, 2XL, 3XL,4XL) - Winning bidder should provide dummy polo shirts with the actual sizes (XS, S, M, L, XL, 2XL, 3XL) for fitting purposes. - Quantity per size will be provided to the winning bidder.
Other Requirements	- Please submit sample of past works, design, and print process during the submission of bid quotation.

		- Failure to submit/present samples will not be considered and will be disqualified. - Upon receipt of PO/NTP, final sample subject for TPB's approval prior to mass production. - Final layout to be submitted by TPB MARCOM department. - Final actual sample subject to the creative artist and end-user's approval prior to mass production.		
	Delivery Period	On or before 15 February 2023		
	Color Quantity	Tentative Colors: Color 1 - 172 pieces Color 2 - 172 pieces Color 3 - 172 pieces **Total: 516 pieces** *Provide polo shirt color swatches available.*		
	Unit Cost	PhP800.00		
	Total Cost	PhP412,800.00		
B.	**MICECON 2023 UNIFORM (BOMBER JACKET)**		Lot 2	
	Type	Bomber Jacket		
	Fabric	To provide sample material that will best match with actual Philippine weave. For approval of TPB.		
	Design and Printing	- Philippine Weave - Pull up zipper for front opening - One pocket on each side of the jacket (outside) - One pocket on each side of the jacket (inside)		

		 			
		Sizes	- Assorted (S, M, L, XL, 2XL, 3XL, 4XL) - Winning bidder should provide dummy jackets with the actual sizes (S, M, L, XL, 2XL, 3XL, 4XL) for fitting purposes. - Quantity per size will be provided to the winning bidder.		
		Other Requirements	- Please submit actual sample of jacket during the submission of bid quotation. - Failure to submit/present actual sample based on the above specification will not be considered and will be disqualified.		

		- Not limited to the given sample weave. - Submit actual weave cloth to be used. - There must have a sufficient quantity of weave based on the number of orders. - Final actual sample must be presented to the Creative Artist and End-User's approval prior to mass production. - Final layout to be submitted by TPB MARCOM Department. - Check peg jacket with the MICECON Secretariat		
	Delivery Period	On or before 15 February 2023		
	Quantity	130 pieces		
	Unit Cost	PhP4,500.00		
	Total Cost	PhP585,000.00		
C.	**TERMS OF PAYMENT:** - Send bill arrangement. - Thirty (30) working days upon complete delivery and receipt of the invoice.			

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

_____	_____	_____
Name of Company/Bidder	Signature over Printed Name of Authorized Representative	Date

ANNEX "B"

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]