


December 7, 2022

REQUEST FOR QUOTATION

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

RFQ No. TPB-RFQ 2022.12. 498
PR No. 11.052

Requirements: **Supply and Delivery of MICECON 2023 Safety kits, Prizes and Tokens**

Quantity	Item/Description	Estimate dUnit Price	Total Cost (PhP)
Lot 1	<p>Giveaways for the participants of the CSR Activity</p> <p>a. Safety Kits (500 pcs) Provision of incentivized safety kits (to include travel necessities in a resealable kraft paper packaging with window) preferably locally-sourced – tissue, wipes, 70ml refillable sanitizer/alcohol, face mask, mints, mosquito repellent in sachet and native fan <i>Delivery schedule: 1st week of February to TPB</i></p> <p>b. CSR Shirts (1,000 pcs) Provision of T-shirts with “Philippines” print (design to be provided by TPB), with sizing options</p>  <p>TOURISM PROMOTIONS BOARD PHILIPPINES tpb.gov.ph</p>	Php425,000.00	Php425,000.00

Notes:

- 1) Sample t-shirt must be submitted to TPB. The approved sample must be the same / similar to the items for delivery
- 2) Delivery schedule: 1st week of February to TPB




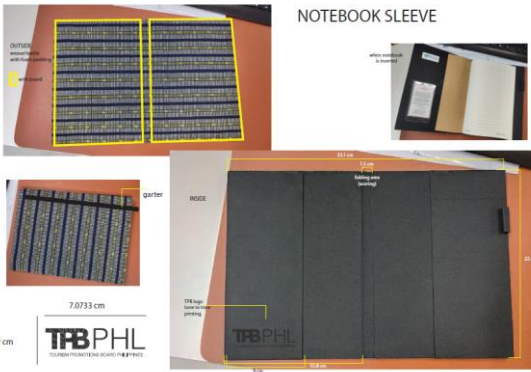

II. Prizes for the group winners during the First time Attendees Introductory Program

- A. **First Prize** - 10 pcs of Pasalubong Gift Box of Davao Chocolates (minimum of PhP 1,500.00 each)
- B. **Second Prize** - 10 boxes of Davao fruit, preferably pomelo (minimum of PhP 800.00 each)
- C. **Third Prize** - 10 pcs malong or batik products (must be unisex) (minimum of PhP 500.00 each)

Notes:

- 1) Samples must be submitted to TPB (except for food items). The submitted sample must be the same / similar to the items to be delivered.
- 2) Delivery schedule of non-food items: 1st week of February to TPB
- 3) Food items must be delivered on 28 February 2022 at the MICECON Secretariat Room in SMX Lanang) % Reselle Lansangan or Edshi Cordero

<p>Lot 2</p>	<p>Tokens for Bid Evaluators and Bidders:</p> <p>I. 20 boxes of Davao fruits (preferably pomelo) Delivery schedule: 28 February 2023 at the MICECON Secretariat Room in SMX Lanang % Dan Ferrolino</p> <p>II. Bamboo ballpen with phone holder (with 'PHILIPPINES' engraving) (1,000pcs) Dimensions: Size: 1.00-1.10cm dia. X 5'5H Material: Bamboo Print process: Engraving Mechanism: Plunger / Retractable type Tip: Metal cover plus stylus Ink: Black Clip: Silver Weight: 0.5g Features: Phone stand: Push down to use and retract to use stylus Notes: 1) Sample ballpen must be submitted to TPB. The approved sample must be the same / similar to the items for delivery 2) Delivery schedule: 1st week of February to TPB</p> <p>Bamboo Ballpen</p>  <p>PHILIPPINES</p>	<p>Php70,000.00</p>	<p>Php70,000.00</p>
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<p>Lot 3</p>	<p>Tokens for the Academic Competition Contestants</p> <p>Type: Standard Size Notebook Cover Color: Assorted Quantity: 900pcs Dimensions: Full cover: 13" x 8.75" Folded: 6.5" x 8.75"</p> <p>Material: Woven by any indigenous community from Mindanao Specifications: Includes Company logo print inside cover and garter Kraft paper packaging with 1 diameter hole on one side (to see design); with natural jute twine ribbon</p> <p>Design: Please see attached layout design (TPB to provide supplier with TPB logo)</p> <hr/>  <p style="text-align: center;">  TPB PHL TOURISM PROMOTIONS BOARD PHILIPPINES </p>	<p>Php495,000.00</p>	<p>Php495,000.00</p>
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	<p>Other requirements: Please submit similar sample/s of the procured items based on the approved specifications and design.</p> <p>Sample submitted must be of similar representation of the items to be delivered and will be used as basis for the bid evaluation</p> <p>Failure to submit/present similar sample based on the above specification will not be considered and will be disqualified.</p> <p>Delivery Period and Schedule: Within February 2023</p>		
	<p>Lot 1 Reselle Lansangan reselle_lansangan@tpb.gov.ph Edshi-Lee Cordero edshi_cordero@tpb.gov.ph</p> <p>Lot 2 Jasmin Parra jas_parra@tpb.gov.ph Dan Ferrolino dan_ferrolino@tpb.gov.ph</p> <p>Lot 3 Eloisa A. Romero eloisa_romero@tpb.gov.ph</p>		

	<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 Sworn Statement (Annex“B”) f. Company profile (New Supplier) g. Statement of Compliance (Annex “A”) <p>ATTACHMENTS:</p> <ul style="list-style-type: none"> - Technical Specification (Annex “A”) - Omnibus Sworn Statement (Annex “B”) <p>NOTE:</p> <ul style="list-style-type: none"> 1. All entries must be typewritten on your company letterhead. 2. Price Validity shall be for a period of thirty (30) calendar days. 		
Terms	30 days from receipt of Invoice		
Delivery	On or before February 28, 2022		
ABC	The approved budget for the contract (ABC) inclusive of applicable taxes		Php990,000.00

Please submit your **quotation and legal** documents duly signed by your authorized representative to email address bhong_ducusin@tpb.gov.ph not later than **14 December 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
07 December 2022
 Acting Head, Procurement and General Services Division

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

<u>TECHNICAL SPECIFICATION</u>			
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.	Supply and Delivery of MICECON 2023 Safety kits, Prizes and Tokens		
	<p>Giveaways for the participants of the CSR Activity</p> <p>a. Safety Kits (500 pcs) Provision of incentivized safety kits (to include travel necessities in a resealable kraft paper packaging with window) preferably locally-sourced – tissue, wipes, 70ml refillable sanitizer/alcohol, face mask, mints, mosquito repellent in sachet and native fan <i>Delivery schedule: 1st week of February to TPB</i></p> <p>b. CSR Shirts (1,000 pcs) Provision of T-shirts with "Philippines" print (design to be provided by TPB), with sizing options</p> <p style="text-align: center;">PHILIPPINES</p> <p style="text-align: center;">TOURISM PROMOTIONS BOARD PHILIPPINES tpb.gov.ph</p> <p>Notes: 1) Sample t-shirt must be submitted to TPB. The approved sample must be the same / similar to the items for delivery 2) Delivery schedule: 1st week of February to TPB</p>	Lot 1	



II. Prizes for the group winners during the First time Attendees Introductory Program

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Tokens for Bid Evaluators and Bidders:

I. 20 boxes of Davao fruits (preferably pomelo)
Delivery schedule: 28 February 2023 at the
MICECON Secretariat Room in SMX Lanang
% Dan Ferrolino

II. Bamboo ballpen with phone holder (with
'PHILIPPINES' engraving) (1,000pcs)

Dimensions:

Size: 1.00-1.10cm dia. X 5'5H

Material: Bamboo

Print process: Engraving

Mechanism: Plunger / Retractable type

Tip: Metal cover plus stylus

Ink: Black

Clip: Silver

Weight: 0.5g

Features: Phone stand: Push down to use and
retract to use stylus

Notes:

- 1) Sample ballpen must be submitted to
TPB. The approved sample must be the same
/ similar to the items for delivery
- 2) Delivery schedule: 1st week of February to
TPB

Bamboo Ballpen



PHILIPPINES

Lot 2

Tokens for the Academic Competition Contestants

Lot 3

Type: Standard Size Notebook Cover

Color: Assorted

Quantity: 900pcs

Dimensions:

Full cover: 13" x 8.75"

Folded: 6.5" x 8.75"

Material: Woven by any indigenous community from Mindanao

Specifications: Includes Company logo print inside cover and garter

Kraft paper packaging with 1 diameter hole on one side (to see design); with natural jute twine ribbon

Design: Please see attached layout design (TPB)



	<p>Other requirements: Please submit similar sample/s of the procured items based on the approved specifications and design.</p> <p>Sample submitted must be of similar representation of the items to be delivered and will be used as basis for the bid evaluation</p> <p>Failure to submit/present similar sample based on the above specification will not be considered and will be disqualified.</p> <p>Delivery Period and Schedule: Within February 2023</p>		
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TERMS OF PAYMENT			
	<ol style="list-style-type: none"> 1. Please send the billing statement to the TOURISM PROMOTIONS BOARD PHILIPPINES after the completion of services. 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]

Design



	25 cm	
For Small & Medium	PHILIPPINES	3.2091 cm
	27 cm	
For Large & Medium	PHILIPPINES	3.4658 cm

	19 cm	
	TOURISM PROMOTIONS BOARD PHILIPPINES tpb.gov.ph	1.8561 cm

TOURISM PROMOTIONS BOARD PHILIPPINES
tpb.gov.ph

PHILIPPINES

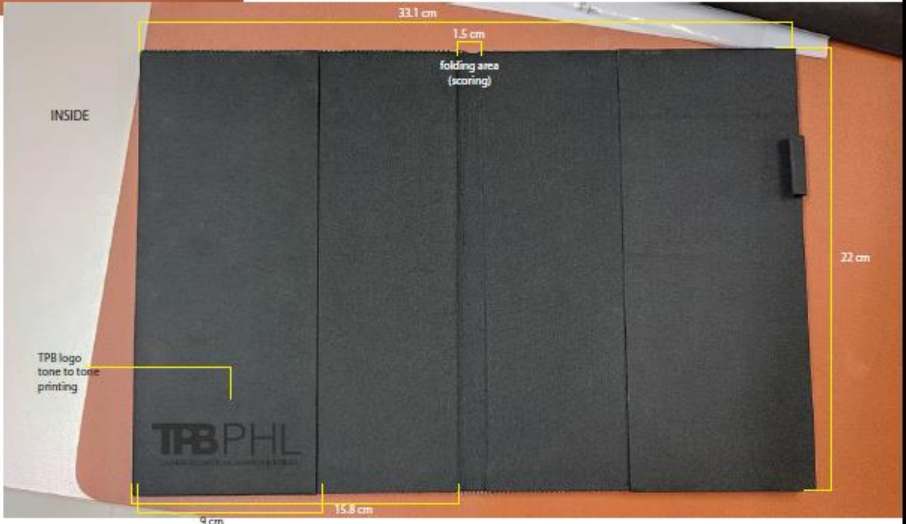
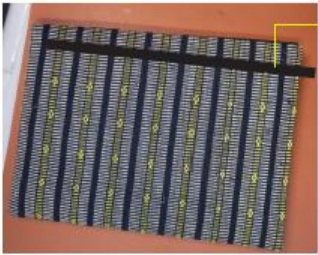
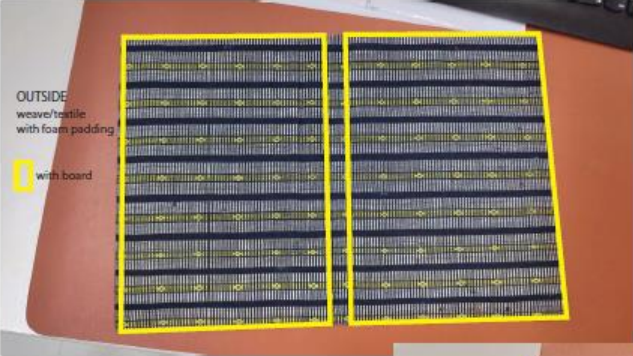
Bamboo Ballpen



3.7183 cm
PHILIPPINES | 0.4707 cm

PHILIPPINES

NOTEBOOK SLEEVE



TPB PHL

TOURISM PROMOTIONS BOARD PHILIPPINES