

REQUEST FOR QUOTATION

17 February 2023

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

Quotation No. TPB-PR.2023.02.028

PR No. 2.018

REQUIREMENTS: SERVICES OF A TOUR OPERATOR FOR THE PHILIPPINE M.I.C.E. CONFERENCE (MICECON) 2023 FOR THE LOCAL MICE ORGANIZERS FAMILIARIZATION TRIP

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p>SCOPE OF WORK/SERVICES:</p> <p>Module 1 : 4-6 March 2023 Land Transportation Accommodation Other Requirements</p> <p>Module 2 : 4-6 March 2023 Land Transportation Accommodation Other Requirements</p> <p>ADDITIONAL TECHNICAL/ELIGIBILITY REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Company Profile 2. DOT Accreditation Certificate 3. SEC/DTI Registration Certificate <p>LEGAL REQUIREMENTS</p> <ol style="list-style-type: none"> 1. PhilGEPS Registration Certificate 2. Business/Mayor's permit 3. Income/Business Tax Return 4. Notarized Omnibus Sworn Statement 	PhP1,000,000.00	PhP1,000,000.00

	Attachments: 1. Technical Specifications 2. Statement of Compliance 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 PhP1,000,000.00 inclusive of all applicable taxes.		

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **23 February 2023 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.



ELOISA A. ROMERO

Head, Procurement and General Services Division
Administrative Department

Contact Person
Contact No.

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