

REQUEST FOR QUOTATION

May 19, 2023

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

Quotation No. TPB-PR.2023.05.092**PR No.** 5.017**REQUIREMENTS: TRANSPORTATION SERVICES****PROJECT NAME: TPB MID-YEAR ASSESSMENT AND STRATEGIC PLANNING SESSION**

| Quantity | Particulars | Estimated Unit Price | Estimated Total Amount |
|----------|---|----------------------|------------------------|
| 1 LOT | TECHNICAL REQUIREMENTS <ol style="list-style-type: none">1. Company Profile2. Accomplished Statement of Compliance to the Technical Specifications LEGAL REQUIREMENTS <ol style="list-style-type: none">1. PhilGEPS Registration Certificate2. Business/Mayor's permit3. Income/Business Tax Return4. Notarized Omnibus Sworn Statement5. SEC/DTI Certificate of Registration Attachments: <ol style="list-style-type: none">1. Technical Specifications2. Statement of Compliance to the Technical Specifications Note: <ol style="list-style-type: none">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. | PhP230,000.00 | PhP230,000.00 |
| Terms | 30 days upon receipt of invoice | | |

TOURISM PROMOTIONS BOARD PHILIPPINES

4th Floor, Legaspi Towers 300, Roxas Boulevard corner P. Ocampo, Sr. St., Malate, Manila 1004 Philippines
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| ABC | Approved Budget for Contract (ABC) is PhP230,000.00 inclusive of all applicable taxes | | |
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Please submit your quotation and legal documents thru email at **soc_torres@tpb.gov.ph** not later than **May 26, 2022 on or before 12:00 P.M.**, 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.


MR. SOCRATES G. TORRES
(8) 525-9318 local 266

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

REQUIREMENTS: Domestic Shipment Services (PR No. 5.017)

Quotation No. TPB-PR.2023.05.092

[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification]

| ITEM | SPECIFICATION | STATEMENT OF COMPLIANCE (COMPLY/NOT COMPLY) |
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| 1 | INDICATIVE DATES: 11 and 14 July 2023 (target dates of implementation) | |
| 2 | INDICATIVE NO. OF PARTICIPANTS: 60/80 participants | |
| 3 | Routes The Service Provider is to provide transportation services for 2-days out of the 4-day Mid-year TPB Strategic Planning for CY 2024 on 11 to 14 July 2023. | |
| 4 | First Day Services (Indicative Date: 11 July 2023) <ul style="list-style-type: none"> - Early A.M. pick-up of participants at the TPB office site at Legaspi Towers 300, Inc., Malate Manila to the designated hotel within San Fernando or San Juan, La Union | |
| 5 | Fourth Day Services (Indicative Date: 14 July 2023) <ul style="list-style-type: none"> - Whole day rental of the transport vehicles and services - After lunch hour standby/early after noon pick-up of participants from the designated hotel within San Fernando or San Juan, La Union - to the TPB office site at Legaspi Towers 300, Inc., Malate Manila - Accommodation of drop-off points within the return route as an option for select participants | |
| 6 | Skyway Stage 3 route to be taken on the trip to the designated hotel and on the return trip to the office | |
| 7 | General Specifications Compliance with the DOT New Normal Health and Safety Guidelines for Tourist Land Transport Services | |
| 8 | Technical Requirements <ul style="list-style-type: none"> a. Vehicles must be a Tour Bus with current registration and insurance and conforms to the following specifications: Required: | |

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| | <ol style="list-style-type: none"> 1. well-ventilated and with air conditioning be on non-recirculated mode 2. at least 41 seater/passenger capacity 3. 2x2 column seating arrangement 4. with overhead luggage racks 5. WiFi ready 6. on board video and stereo <p>Optional:</p> <ol style="list-style-type: none"> 1. in seat chargers | |
| 9 | b. Two tour (2) buses adhering to Passenger Limit Guidelines set by the DOTr and LTFRB as applies | |
| 10 | c. Must have a thermometer gun, basic first-aid kits, and sanitation kits with 70- percent solution alcohol, tissue paper and disposable wet wipes, for the free use of passengers, at least 3 big umbrellas, and repair tool kits inside all vehicles | |
| 11 | d. Provide a separate trash bag for PPE, wet wipes and other sanitation disposables used by the passengers shall be available inside the vehicle. | |
| 12 | e. Group passenger insurance provided and included in the service rates. | |
| 13 | <i>f. Rates must include the use of vehicles, drivers' services (inclusive of overtime of the drivers), drivers' accommodations and meals arrangement and expenses, drivers' communication expenses, parking fees, toll fees, vehicle maintenance, and consumables such as fuel, oil and lubricants.</i> | |
| 14 | g. Drivers must have at least three years of experience as professional driver, be familiar with the major and minor routes and traffic conditions in the areas within Greater Metro Manila up to the Northern Provinces. | |
| 15 | h. Assigned drivers to the vehicles must undergo swab test 2 days prior to the first day of service and meet the criteria of having negative results. The Service Provider must have a standby replacement driver who also underwent a swab test 2 days prior to the first day of service and meet the criteria of having negative results in case the primary driver assigned becomes indisposed. | |
| 16 | i. Drivers must observe personal hygiene and proper grooming. They must be in uniform and should wear personal protective equipment (PPE) as applicable, including the non-negotiable use of a face mask, as provided by their transport operator. | |
| 17 | j. Deep cleaning and proper disinfection and sanitation of vehicles before and after every use, especially the frequently touched surfaces such as seats, armrests, door handles, light, and air controls. | |

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| 18 | k. Provision of proper, approved, clean signage for the vehicles assigned for TPB. | |
| 19 | l. Prompt and timely service in keeping with the agreed to timelines relative to this project. | |
| 20 | <p>SPECIAL AND SPECIFIC CONDITIONS</p> <p>1. <u>Should the indicative dates stated herein be not workable, then the actual dates may be worked out by both parties subject to mutual availability and agreement without changes to the other specifications stated in this Term of Reference.</u></p> | |
| 21 | <p>2. Force Majeure:</p> <p>If and to the extent that a Party's performance of any of its obligations pursuant to this Agreement is prevented, hindered or delayed directly or indirectly by fire, flood, earthquake, elements of nature or acts of God, acts of war, terrorism, riots, civil disorders, rebellions or revolutions, or any other similar cause beyond the reasonable control of such Party (each a "Force Majeure Event"), and such non-performance, hindrance or delay could not have been prevented by reasonable precautions, then the non-performing, hindered or delayed Party shall be excused for such nonperformance, hindrance or delay, as applicable, of those obligations affected (the "Affected Services") by the Force Majeure Event for as long as the Force Majeure Event continues and, except as otherwise provided in this Section, such Party continues to use its commercially reasonable efforts to recommence performance whenever and to whatever extent possible without delay, including through the use of alternate sources, workaround plans or other means. The Party whose performance is prevented, hindered or delayed by a Force Majeure Event shall promptly notify the other Party of the occurrence of the Force Majeure Event and describe in reasonable detail the nature of the Force Majeure Event.</p> <p>The Impacted Party shall give Notice within 14 days of the Force Majeure Event to the other party, stating the period of time the occurrence is expected to continue. The Impacted Party shall use diligent efforts to end the failure or delay and ensure the effects of such Force Majeure Event are minimized. The Impacted Party shall resume the performance of its obligations as soon as reasonably practicable after the removal of the cause. In the event that the Impacted Party's failure or delay remains uncured for a period of 90 days following Notice given by it, the other party may thereafter terminate the contract agreement specific to this Terms of Reference upon Notice.</p> <p>Further, TPB and the Service Provider hereby acknowledge that while current events related to the Covid-19 pandemic are known,</p> | |

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| | future impacts of the outbreak are unforeseeable and shall be considered a Force Majeure event to the extent that they prevent the performance of a Party's obligations under this Terms of Reference. | |
| 22 | TERMS OF PAYMENT <ol style="list-style-type: none"> 1. Send bill arrangement. 2. Preferably has a Landbank account. Payment will be made through LBP bank deposit 3. In case the supplier does not have a Landbank account, bank charges will be shouldered by the supplier | |
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I hereby certify to comply and deliver all of the above requirements.

Name of Company

Signature over Printed Name
of Authorized Representative

Date