

## REQUEST FOR QUOTATION

25 July 2023

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

**Quotation No.** TPB-PR.2023.07.158  
**No.** 7.060

**REQUIREMENTS: PROVISION, SUPPLY, AND DELIVERY OF THE FLU AND PNEUMONIA VACCINE FOR ALL TPB PERSONNEL (REGULAR AND COS) AND RESIDENT COA FOR CY 2023**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p><b>SCOPE OF WORK/SERVICES:</b></p> <p>Coverage includes TPB personnel (Regular and COS) and resident COA who have been in the agency for at least six (6) months as of 30 June 2023, and presently connected/employed as of date of administration. Below are the quantity of Flu and Pneumonia vaccine:</p> <p>Flu Vaccine (Quadrivalent) - 113 vials</p> <p>Pneumonia Vaccine (Pneumo 13) - 59 vials</p> <p>Ensure the availability of both flu and pneumonia vaccine based on the quantity identified and should have Certificates of Product Registration from FDA.</p> <p>Coordinate with TPB for the delivery and administration of both vaccine within five (5) days from the receipt of the Notice to Proceed.</p> <p>Deliver and administer the vaccines by batches in the TPB Clinic based on the target implementation date between 9:00 am to 5:00 pm.</p> <p>Ensure that the appropriate Cold Chain Storage and transfer requirements for the vaccine is observed/maintained.</p>	PhP319,000.00	PhP319,000.00

### TOURISM PROMOTIONS BOARD PHILIPPINES

	<p>Provide vaccinators who are licensed nurses and under the supervision of a physician during the scheduled administration.</p> <p>Courteous and well-trained staff but not limited to one (1) physician, receptionist, and two (2) nurses.</p> <p>Submit photocopies of PRC license of the vaccinators to TPB at least a week before the administration.</p> <p>Vaccinators must wear appropriate PPE's during the vaccination and must have been tested for COVID-19 Antigen test with negative result done 72 hours before the actual date of the administration.</p> <p>Provide individual immunization record card for each personnel.</p> <p>Provide required materials such as but not limited to appropriate cold storage, thermometer, medical supplies (alcohol, cotton balls, syringe, etc.) and other necessary paraphernalia for the vaccination program.</p> <p>Disposal of all used materials and articles, especially the needles and syringes.</p> <p>Submit a Vaccination Report to the TPB one week after the full implementation.</p> <p>PHRDD shall provide a list of entitled TPB personnel for Flu and Pneumonia Vaccine.</p> <p>The Service Provider shall make a control system to validate the entitled personnel for the Flu and Pneumonia Vaccine.</p> <p>Checklist of what to do in preparation for the Flu and Pneumonia Vaccination and must be submitted to the TPB Medical Officer before the vaccination schedule for distribution to TPB personnel.</p> <p>Should the TPB personnel request for additional vials, the personnel shall shoulder its cost, on a personal account (cash-basis).</p>		
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	<p><b>PROJECT IMPLEMENTATION SCHEDULE</b>  By Batches: 1st batch = 29 August 2023  2nd batch = 30 August 2023</p> <p><b>ADDITIONAL TECHNICAL/ELIGIBILITY REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Company Profile (<i>for new bidder</i>)</li> <li>• SEC/DTI Registration Certificate</li> <li>• Must be duly accredited or licensed by the Department of Health (DOH)</li> <li>• Copy of FDA Accreditation for the vaccines</li> <li>• At least five (5) years in operation (Provide list of clients (2018-2022))</li> <li>• Must provide Consent Forms for TPB personnel</li> </ul> <p><b>LEGAL REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• PhilGEPS Registration Certificate</li> <li>• Business/Mayor's permit</li> <li>• Income/Business Tax Return</li> <li>• Notarized Omnibus Sworn Statement</li> </ul> <p><b>Attachments:</b></p> <ul style="list-style-type: none"> <li>• Technical Specifications</li> </ul> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>• All entries must be typewritten on your company letterhead.</li> <li>• Price Validity shall be for a period of <u>thirty (30)</u> calendar days.</li> </ul>		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP319,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **mike\_solo@tpb.gov.ph** not later than **31 July 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.

  
**ROSELLE D. ROMERO** 24 July 2023  
Acting Head, Procurement and General Services Division  
Administrative Department

Contact Person  
Contact No.

**MIKE ANTHONY SOLO**  
(8) 525-7312 local 273