

REQUEST FOR QUOTATION

12 September 2023

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

Quotation No. TPB-PR.2023.09.222

PR No. 9.033

REQUIREMENTS: SERVICES OF A TOUR OPERATOR FOR TAIWAN'S VIP FAMILIARIZATION TOUR

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
LOT 1	<p>SCOPE OF WORK/SERVICES:</p> <ul style="list-style-type: none"> I. International Air Tickets and Tax/surcharge II. Domestic Air Tickets with 20 kilos of baggage plus 10 kilos extra baggage per pax III. Travel Insurance IV. Visa Fees V. Transportation VI. Tour Activities VII. Meals VIII. Miscellaneous Expenses X. Other Requirements <ul style="list-style-type: none"> a. -Travel Kits b. -Itinerary Booklet c. -Signages and Banners <p>PROJECT IMPLEMENTATION SCHEDULE Location: Davao City and Samal Island Indicative dates: 18 to 23 October 2023</p> <p>ADDITIONAL TECHNICAL/ELIGIBILITY REQUIREMENTS</p> <ul style="list-style-type: none"> 1. Company Profile 2. SEC/DTI Registration Certificate 3. DOT Accreditation Certificate –Tour Operator 4. Curriculum Vitae (CV) - Tour Guide 5. DOT Accreditation Certificate – Tour Guide 	PhP999,000.00	PhP999,000.00

	LEGAL REQUIREMENTS <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 Attachments: <ol style="list-style-type: none"> 1. Technical Specifications 2. 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. 		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP999,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **19 September 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.



ROSSELLE D. ROMERO

Acting Head, Procurement and General Services Division
Administrative Department

Contact Person

(MISS) GENESIS WEIYN B. LEE

Contact No.

(8) 525-7312 local 266

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