

November 28, 2023

## REQUEST FOR QUOTATION

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

**RFQ No.** TPB-RFQ 2023-11-333  
**PR No.** 11.102

**Requirements :** **Supply and Delivery of CSR Goods for the Corporate Social Responsibility (CSR) Program 2023: Assistance to the Pediatric Cancer Patients in Bahay Aruga**

Quantity	Item/Description	Estimated Unit Price	Total Cost (Php)																																																																																																																													
1 Lot	<div><b>SCOPE OF WORK/SERVICES/DELIVERABLES</b>  1. Supply and deliver the following goods:<table><tr><th>Particulars</th><th>Qty</th><th>UOM</th><th>Unit cost</th><th>Budget</th></tr><tr><td>Sack of Brown Rice (25kg)</td><td>10</td><td>sack</td><td>2,200.00</td><td>22,000.00</td></tr><tr><td>Sack of White Rice (25kg)</td><td>10</td><td>sack</td><td>2,200.00</td><td>22,000.00</td></tr><tr><td>Pediasure 1 to 3yo (900g)</td><td>10</td><td>box</td><td>1,650.00</td><td>16,500.00</td></tr><tr><td>Pediasure 3+ for toddlers (900g)</td><td>10</td><td>box</td><td>1,870.00</td><td>18,700.00</td></tr><tr><td>Pediasure 10+ for teens</td><td>10</td><td>box</td><td>1,650.00</td><td>16,500.00</td></tr><tr><td>Igco Colostrum Milk Powder (10s)</td><td>10</td><td>box</td><td>1,430.00</td><td>14,300.00</td></tr><tr><td>EN Plus Gold (900g)</td><td>10</td><td>can</td><td>1,650.00</td><td>16,500.00</td></tr><tr><td>Ensure Plus (850g)</td><td>10</td><td>can</td><td>1,540.00</td><td>15,400.00</td></tr><tr><td>Bonamil (6 - 12 months) 1.2kg</td><td>10</td><td>box</td><td>990.00</td><td>9,900.00</td></tr><tr><td>Immunopro (100tabs)</td><td>50</td><td>box</td><td>990.00</td><td>49,500.00</td></tr><tr><td>Berroca (1 tab/pack)</td><td>100</td><td>pack</td><td>33.00</td><td>3,300.00</td></tr><tr><td>Neurobion 100mg (30tab /pack)</td><td>50</td><td>pack</td><td>880.00</td><td>44,000.00</td></tr><tr><td>Ceelin Plus Chewables 115mg (100tab/pack)</td><td>20</td><td>pack</td><td>726.00</td><td>14,520.00</td></tr><tr><td>Ceelin Plus Syrup 250mL</td><td>20</td><td>bottle</td><td>330.00</td><td>6,600.00</td></tr><tr><td>Nutri10 plus 120 mL</td><td>20</td><td>bottle</td><td>242.00</td><td>4,840.00</td></tr><tr><td>Liquid Laundry Detergent (1 gallon)</td><td>12</td><td>gallon</td><td>220.00</td><td>2,640.00</td></tr><tr><td>Zonrox Colorsafe (1 gallon)</td><td>10</td><td>gallon</td><td>385.00</td><td>3,850.00</td></tr><tr><td>Dish washing liquid (1 gallon)</td><td>20</td><td>gallon</td><td>385.00</td><td>7,700.00</td></tr><tr><td>Liquid hand soap (500mL)</td><td>50</td><td>bottle</td><td>110.00</td><td>5,500.00</td></tr><tr><td>Shampoo (500 mL)</td><td>50</td><td>bottle</td><td>385.00</td><td>19,250.00</td></tr><tr><td>Bar Soap (60g)</td><td>200</td><td>pc</td><td>16.50</td><td>3,300.00</td></tr><tr><td>Toothpaste (173g)</td><td>50</td><td>pc</td><td>165.00</td><td>8,250.00</td></tr><tr><td>Alcohol (1 gallon)</td><td>53</td><td>gallon</td><td>220.00</td><td>11,660.00</td></tr><tr><td>Tissue Paper (roll) (12rolls x 1 pack)</td><td>100</td><td>pack</td><td>132.00</td><td>13,200.00</td></tr></table> 2. Complete delivery of the items to TPB Office will be on or before 20 December 2023 3. Willingness to respond to immediate/unforeseen changes in the specifications. 4. Ensure that the Goods/Medicines/Vitamins have an expiration date of at least 1 year from the date of purchase of the supplier.  <b>TECHNICAL REQUIREMENTS:</b> 1. Company Profile (for new bidder) 2. Accomplished Statement of Technical Compliance to the Technical Specifications Annex “A”  <b>LEGAL REQUIREMENTS:</b> 1. PhilGEPS Registration Certificate 2. Business/Mayor’s Permit 3. BIR Certificate of Registration</div>	Particulars	Qty	UOM	Unit cost	Budget	Sack of Brown Rice (25kg)	10	sack	2,200.00	22,000.00	Sack of White Rice (25kg)	10	sack	2,200.00	22,000.00	Pediasure 1 to 3yo (900g)	10	box	1,650.00	16,500.00	Pediasure 3+ for toddlers (900g)	10	box	1,870.00	18,700.00	Pediasure 10+ for teens	10	box	1,650.00	16,500.00	Igco Colostrum Milk Powder (10s)	10	box	1,430.00	14,300.00	EN Plus Gold (900g)	10	can	1,650.00	16,500.00	Ensure Plus (850g)	10	can	1,540.00	15,400.00	Bonamil (6 - 12 months) 1.2kg	10	box	990.00	9,900.00	Immunopro (100tabs)	50	box	990.00	49,500.00	Berroca (1 tab/pack)	100	pack	33.00	3,300.00	Neurobion 100mg (30tab /pack)	50	pack	880.00	44,000.00	Ceelin Plus Chewables 115mg (100tab/pack)	20	pack	726.00	14,520.00	Ceelin Plus Syrup 250mL	20	bottle	330.00	6,600.00	Nutri10 plus 120 mL	20	bottle	242.00	4,840.00	Liquid Laundry Detergent (1 gallon)	12	gallon	220.00	2,640.00	Zonrox Colorsafe (1 gallon)	10	gallon	385.00	3,850.00	Dish washing liquid (1 gallon)	20	gallon	385.00	7,700.00	Liquid hand soap (500mL)	50	bottle	110.00	5,500.00	Shampoo (500 mL)	50	bottle	385.00	19,250.00	Bar Soap (60g)	200	pc	16.50	3,300.00	Toothpaste (173g)	50	pc	165.00	8,250.00	Alcohol (1 gallon)	53	gallon	220.00	11,660.00	Tissue Paper (roll) (12rolls x 1 pack)	100	pack	132.00	13,200.00		PhP350,000.00
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	4. SEC/DTI Certificate of Registration 5. Notarized Revised Omnibus Sworn Statement Annex "B"  <b>ATTCHMENTS:</b> 1. Statement of Compliance to the Technical Specifications Annex "A" 2. Notarized Revised Omnibus Sworn Statement Annex "B"  <b>NOTE:</b> 1. All entries must be typewritten in your company letterhead. 2. Price Validity shall be for a period of <u>thirty (30)</u> calendar days.		
Terms	Thirty (30) working days from the receipt of SOA or Billing		
Delivery	Complete delivery of the items to TPB Office on or before 20 December 2023		
ABC	The Approved Budget for the Contract (ABC) is PhP350,000.00 inclusive of all applicable taxes.		<b>PhP350,000.00</b>

Please submit your **quotation and legal** documents duly signed by your authorized representative to email address [soleil\\_fajardo@tpb.gov.ph](mailto:soleil_fajardo@tpb.gov.ph) not later than **04 December 2023 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**

Acting Head 27 November 2023

Procurement and General Services Division

Contact person: Soleil Moon A. Fajardo  
Contact number: 02 8525 – 7312 loc. 278

**STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**  
**SUPPLY AND DELIVERY OF CSR GOODS FOR THE CORPORATE SOCIAL RESPONSIBILITY (CSR) PROGRAM 2023: ASSISTANCE**  
**TO THE PEDIATRIC CANCER PATIENTS IN BAHAY ARUGA**  
**TPB-RFQ 2023-11-333**

Bidder must state here either "Comply" or "Not Comply" against each of the individual parameters of each specification.

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1.	<b>Turn-Over Date:</b> 22 December 2023 (tentative date) <b>Location:</b> Bahay Aruga at the Philippine General Hospital (PGH) <b>No. of Beneficiaries:</b> <ul style="list-style-type: none"><li>24 patients</li><li>24 caretakers</li><li>10 Bahay Aruga volunteers/staffs</li></ul>																																																																																																																														
Terms of Payment																																																																																																																															
1.	Payment will be on a “send-bill” arrangement based on the actual cost.																																																																																																																														
2.	Full Payment within thirty (30) working days upon receipt of Billing or Statement of Account (SOA) with completion of the requirements stipulated in the technical specifications.																																																																																																																														
3.	Preferably has a Landbank account. Payment will be made through LBP bank deposit. In case the supplier does not have a Landbank account, all applicable bank charges will be shouldered by the supplier.																																																																																																																														
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1.	The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.																																																																																																																														

I hereby certify to comply and deliver all of the above requirements.

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Name of Company

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Signature over Printed Name  
of Authorized Representative

---

Date

**Annex "B"**

**Omnibus Sworn Statement (Revised)**  
***[shall be submitted with the Bid]***

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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]*