

February 14, 2024

REQUEST FOR QUOTATION

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

RFQ No. TPB-RFQ 2025-02-035
PR No. 02.014

Requirements: **Services of a Transportation Company for Philippine Pavilion Operations Requirements Relative to World Expo 2025 in Osaka, Japan**

Quantity	Item/Description	Estimated Unit Price	Total Cost (PhP)								
1 lot	<p>SCOPE OF SERVICES SPECIFICATIONS</p> <p>Details of Events:</p> <p>Event : World Expo 2025 Osaka, Japan</p> <p>Date : 13 April to 13 October 2024</p> <p>Venue : Osaka, Japan</p> <p>BREAKDOWN OF BUDGET:</p> <table><tr><td>Long Term Lease – Y 52,000.00 per day x 223 days</td><td>Y 11,596,000.00</td></tr><tr><td>Short Term Lease – Y 52,000.00 per day x 63 days</td><td>Y 3,276,000.00</td></tr><tr><td>TOTAL</td><td>Y 14,872,000.00</td></tr><tr><td>TOTAL AMOUNT IN PHP PESOS (Multiply x .39)</td><td>Php5,800,080.00</td></tr></table> <p>Transportation requirements for the Pavilion operation/ and for airport arrival/departure of Philippine Pavilion visitors and guests.</p> <p>Long Term Lease:</p> <p>23 March to 31 October 2025 – 1 Van (10seater) – For Pavilion Operations</p>	Long Term Lease – Y 52,000.00 per day x 223 days	Y 11,596,000.00	Short Term Lease – Y 52,000.00 per day x 63 days	Y 3,276,000.00	TOTAL	Y 14,872,000.00	TOTAL AMOUNT IN PHP PESOS (Multiply x .39)	Php5,800,080.00	Php5,800,000.00	Php5,800,000.00
Long Term Lease – Y 52,000.00 per day x 223 days	Y 11,596,000.00										
Short Term Lease – Y 52,000.00 per day x 63 days	Y 3,276,000.00										
TOTAL	Y 14,872,000.00										
TOTAL AMOUNT IN PHP PESOS (Multiply x .39)	Php5,800,080.00										

Short Term Lease:

Date	No. of Passengers	Van for Passengers	Van for Luggage	Total No. of Vans	Total No. of Days	Grand Total
A	B	C	D	C+D = E	F	E×F = G
01 April 2025 (Arrival)	7 – Pavilion Staff 4 – Pavilion Guides	2	2	4	1	4
02 April 2025 (Arrival)	4 – Therapists 10 – Performers 3 – Pavilion Staff	2	3	5	1	5
09 April 2025 (Arrival)	10 – OSEC 5 – TPB	3 1	1 1	4 2	1	6
10-13 April 2025		4		4	4	16
14 April 2025 (Departure)	10 – OSEC 5 – TPB	3 1	1 1	4 2	1	6
03 June 2025 (Arrival)	4	1		1	1	1
05 June 2025 (Arrival)	5	1	1	2	1	2
10 June 2025 (Departure)	7	1	1	2	1	2
15 June 2025 (Departure)	2	1		1	1	1
08 Aug 2025 (Arrival)	9	2	2	4	1	4
12 Aug 2025 (Departure)	10	2	2	4	1	4
16 Oct. 2025 (Departure) (AM Flight)	10 (Performers) 4 (Therapists) 3 (Pavilion Staff)	3	4	7	1	7
16 Oct. 2025 (Departure) (Afternoon Flight)	6 (Pavilion Staff) 4 (Pavilion Guides)	2	3	5	1	5
TOTAL		29	22	51	16	63

SCHEDULE OF DELIVERY

Date	Type of Vehicles	No. of Vehicles	Particulars
LONG TERM LEASE			
23 March to April to 31 October 2025	Van	1 unit	Transportation requirements for the Philippine Pavilion operations for duration of the World Expo 2025 1 unit x minimum of 12 Hours per day
SHORT TERM LEASE (As stated, subject to change)			
01 April 2025	Van	4	Airport Transfer (Kansai International Airport to Pavilion Staff Apartment) (Honmachi Area)
02 April 2025	Van	5	Airport Transfer (Kansai International Airport to Pavilion Staff Apartment) (Honmachi Area)
09 April 2025 (Arrival)	Van	6	Airport Transfer (Kansai International Hotel)/Daily Service 5 units with minimum of 12 Hours per day
10 – 13 April 2025	Van	4	Daily Service 5 units, minimum of 12 Hours per day
14 April 2025 (Departure)	Van	6	Airport Transfer (Hotel-Kansai International Airport)
03 June 2025 (Arrival)	Van	1	Airport Transfer (Kansai International Airport to Pavilion Staff Apartment) (Honmachi Area)
05 June 2025 (Arrival)	Van	2	Airport Transfer (Kansai International Airport to Pavilion Staff Apartment) (Honmachi Area)
10 June 2025 (Departure)	Van	2	Airport Transfer (Pavilion Staff Apartment-Kansai International Airport)
15 June 2025 (Departure)	Van	1	Airport Transfer (Pavilion Staff Apartment-Kansai International Airport)
08 August 2025 (Arrival)	Van	4	Airport Transfer (Kansai International Airport to Pavilion Staff Apartment) (Honmachi Area)
12 August 2025 (Departure)	Van	4	Airport Transfer (Pavilion Staff Apartment-Kansai International Airport)
16 Oct. 2025 (Morning – Departure)	Van	7	Airport Transfer (Pavilion Staff Apartment-Kansai International Airport)
16 Oct. 2025 (Afternoon – Departure)	Van	5	Airport Transfer (Pavilion Staff Apartment-Kansai International Airport)
TOTAL VANS		51	

OTHER TECHNICAL REQUIREMENTS
1. Vehicles
VAN

- Preferably Super Grandia Van (for passenger

	<p>and luggage) and/or Alphard (for the Head of the Delegation) (not older than 2022 model), with valid registration documents.</p> <ul style="list-style-type: none"> - At least 10-Seater Capacity - Fully air-conditioned, clean, comfortable, presentable in a good running condition - Comprehensive insurance per passenger with 3rd party liability - With airport passes/stickers for airport terminals, if applicable <p>2. Drivers</p> <p>Qualifications of the Drivers</p> <ul style="list-style-type: none"> - Can speak and understand basic English - Must be polite and courteous, drives carefully/cautiously, adheres to road courtesy, prompt in reporting based on agreed time - Must be presentable, clean-cut (hair) - Must be equipped with working mobile phones and/or handheld two-way radio for easy coordination - Must be/holder of VALID Professional Driver's License - With trip ticket available when on/during duty - Must be available to render overtime services if needed <p>Dress code</p> <ul style="list-style-type: none"> - Presentable uniform - Clean shoes - Must wear Expo Accreditation Pass at all times (c/o Pavilion Secretariat) 		
	<p>OTHER TERM AND CONDITIONS</p> <ol style="list-style-type: none"> 1. Billing shall be based on the actual usage of vehicles. (no. of vehicles, no. of days etc.) Dates are all indicative. Philippine Expo Secretariat will be charged based on the actual number of trips and vans consumed per month. 2. Billing should be charged based on the minimum hour plus the approved overtime rate in excess of the minimum hour 3. Rates must be inclusive of government tax, comprehensive insurance, use of vehicle, driver's services, driver's meals and communication expenses, vehicle maintenance and consumables such as fuel, oil and lubricants, parking fees and toll fees, if applicable 4. The Philippine Expo Secretariat will provide the winning bidder of the additional requirements 		

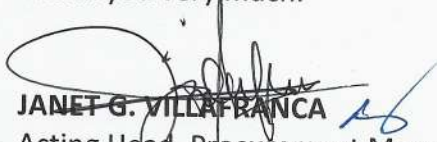
	of vehicles at least five (5) calendar days prior to the actual date needed.		
	<ul style="list-style-type: none"> - The document to be submitted to the Bids and Award Committee if in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. - Financial proposal shall be based on the Central Bank of the Philippines exchange rate bulletin effective on the date of bid opening, February 20, 2025 		
	CONTRACT DURATION The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.		
	QUALIFICATION OF THE BIDDERS <ol style="list-style-type: none"> 1. At least three (3) years of experience/expertise in land transportation service, preferably in Japan 2. With complete Japan legal requirements (Business Permit, Land Transportation Requirements or it's equivalent, Omnibus Sworn Statement) 		
	TECHNICAL REQUIREMENTS <ol style="list-style-type: none"> 1. Accomplished Statement of Compliance to the Technical Specifications LEGAL REQUIREMENTS <ol style="list-style-type: none"> 1. Business/Mayor's permit or equivalent 2. Income/Business Tax Return/Tax Clearance Or its equivalent 3. Omnibus Sworn Statement Attachments: <ol style="list-style-type: none"> 1. Statement of Compliance to the Technical Specifications 2. Omnibus Sworn Statement 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 of Payment	Send bill arrangement on a monthly basis to Philippine Expo Secretariat c/o General Services to be paid within 5days upon receipt of billing.		
ABC	The approved budget for the contract (ABC) inclusive of applicable taxes		Php5,800,000.00

Please submit your **quotation and legal** documents duly signed by your authorized representative to email address bhong_ducusin@tpb.gov.ph not later than **20 February 2025 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.


JANET G. VILLAFRANCA

Acting Head, Procurement Management Division
Finance Department

Contact person: Jose T. Ducusin, Jr
Contact number: 02 8525 -7312 / 8525 – 9318 to 27

**STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS
FOR THE SERVICES OF A TRANSPORTATION COMPANY FOR PHILIPPINE
PAVILION OPERATIONS REQUIREMENTS OF WORLD EXPO 2025 OSAKA, JAPAN**

After having carefully read and accepted the Terms and Conditions, I / we submit my / our quotation as follows
(Bidders are required to take note of the * portion at the last page of this form before filling up the required columns):

PROJECT TITLE: SERVICES OF A TRANSPORTATION COMPANY FOR PHILIPPINE PAVILION OPERATIONS REQUIREMENTS RELATIVE TO WORLD EXPO 2025 IN OSAKA, JAPAN (23 MARCH TO 31 OCTOBER 2025)
APPROVED BUDGET COST (ABC): FIVE MILLION EIGHT HUNDRED THOUSAND PESOS ONLY (PHP5,800,000.00)
PROPERTY/BIDDER NAME:

TECHNICAL SPECIFICATIONS							STATEMENT OF COMPLIANCE	
							COMPLIANT	NOT COMPLIANT
Details of Events: Event : World Expo 2025 Osaka, Japan Date : 13 April to 13 October 2024 Venue : Osaka, Japan								
Transportation requirements for the Pavilion operation/ and for airport arrival/departure of Philippine Pavilion visitors and guests.								
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TOTAL AMOUNT IN PHP PESOS (Multiply x .39)	Php 5,800,080.00		
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<p>TERMS OF PAYMENT</p> <p>Send bill arrangement on a monthly basis to Philippine Expo Secretariat c/o General Services to be paid within 5days upon receipt of billing.</p>			
<p>CONTRACT DURATION</p> <p>The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.</p>			
<p>Financial proposal shall be based on the Central Bank of the Philippines exchange rate bulletin effective on the date of bid opening, February 20, 2025</p>			
<p>Legal Requirements (proposed requirements for approval of the BAC)</p>			
<ol style="list-style-type: none"> 1. Mayor's Permit or its equivalent 2. Income Tax Return (ITR) or its equivalent 3. Omnibus Sworn Statement 			

Offered Quotation in Words:

Offered Quotation in Figures:

Signature Over Printed Name of Bidder	Position and Company	Date

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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]