
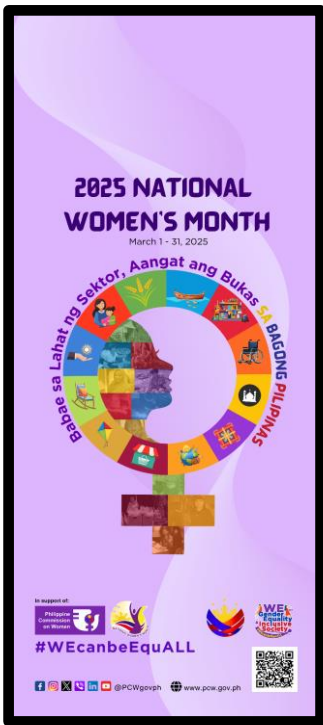





REQUEST FOR QUOTATION

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

RFQ No. **TPB RFQ 2025-02-042**
 PR No. **02.033**
 Requirements: **SERVICE PROVIDER FOR THE TOURISM PROMOTIONS BOARD 2025 WOMEN'S MONTH CELEBRATION (WMC) ACTIVITIES**

Quantity	Item/Description	Estimated Unit Price (PhP)	Total Cost (PhP)
6 LOTS	<p>SCOPE OF WORK/SERVICES/DELIVERABLES</p> <p>LOT 1 – TPB 2025 WMC Banner</p> <ul style="list-style-type: none"> Provision of X-Stand Banner, 2x6 ft. for TPB WMC activities <i>* 2 pieces for PhP1,000.00 each</i> <div data-bbox="502 840 802 1171" data-label="Image">  </div> <p>(Sample Photo)</p> <div data-bbox="491 1238 815 1960" data-label="Image">  </div> <p>(Layout of Banner)</p>	PhP2,000.00	PhP37,000.00

	<ul style="list-style-type: none"> - can be rolled and stored when not in use *PhP23,625.00 x 3 sets  <ul style="list-style-type: none"> • Submission of Post Activity Report with photo and video documentation <p>LOT 4 – Be Smart, Be Safe: Safety Strategies in the Modern Times II</p> <ul style="list-style-type: none"> • Provision of Safety and Protection Skills Trainer/Instructor have conducted at least two (2) similar activities in the past two (2) years *PhP12,500.00 per session • Whole-day training session (9 AM - 5 PM) • Provision of training mats for participants *PhP200.00 x 30 pax • Provision of Food and Beverages *PhP220.00 x 35 pax x 3 <ul style="list-style-type: none"> - AM Snacks: Preferably Sandwich or Pasta and Coffee/Choco/ Soy Drink - PM Snacks: Preferably Sandwich or Pasta and Juice/Softdrinks - Packed Lunch: <ul style="list-style-type: none"> ○ Vegetable ○ Meat/Fish ○ Rice • Provision of Certificates • Submission of Post Activity Report with photo and video documentation <p>LOT 5 – HERStories to Inspire: Empowering the Next Generation</p> <ul style="list-style-type: none"> • Coordination with the identified beneficiary as approved by TPB • Provision of land transportation to ferry the participants to and from Museo Pambata via bus *PhP13,000.00 – bus rental • Coordination with Museo Pambata including event details, program, reservation, tour, etc. *PhP450.00 x 40 pax – entrance fee to Museo Pambata • Meals for Participants for a maximum of 40 participants *PhP440.00 x 40 pax • HERizon Cream Shirt for Kids (20 pax) *PhP8,000.00 	<p>PhP12,500.00</p> <p>PhP6,000.00</p> <p>PhP23,100.00</p> <p>PhP13,000.00</p> <p>PhP18,000.00</p> <p>PhP17,600.00</p> <p>PhP8,000.00</p>	<p>PhP41,600.00</p> <p>PhP56,600.00</p>
--	--	---	---

<p>LOT 6 – 2025 TPB WMC Polo Shirt</p> <ul style="list-style-type: none">• Fabric: Cotton• Logo: Embroidered/Digital Print• Sizes: XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL (Eastern fit)• Colors: White and Purple• With collar <p><i>*PhP600.00 x 175 pcs</i></p> <div></div> <p>PROJECT IMPLEMENTATION SCHEDULE</p> <table><tr><th>LOT</th><th>ACTIVITY/ITEM</th><th>DATE OF IMPLEMENTATION/ DELIVERY</th></tr><tr><td>1</td><td>Purple your Icon Campaign<ul style="list-style-type: none">• Banner• Jeepney Sign Art</td><td>04 March 2025 (Tuesday)</td></tr><tr><td rowspan="2">2</td><td>It's time for HER: Honoring Everyone's Radiance</td><td>Event Dates: 24-26 March 2025 (Monday - Wednesday) TPB Activity Rooms</td></tr><tr><td>Self-Care Kit</td><td>21 March 2025 (Friday)</td></tr><tr><td rowspan="2">3</td><td>StrongHER: Wellness in Motion</td><td>Event Dates: 07, 14, 21, and 28 March 2025 TPB Activity Rooms (Every Friday)</td></tr><tr><td>PVC Vinyl Flooring / Dance Floor Mat</td><td>05 March 2025 (Wednesday)</td></tr><tr><td rowspan="2">4</td><td>Be Smart, Be Safe: Safety Strategies in the Modern Times II</td><td rowspan="2">21 March 2025 (Friday) TPB Activity Rooms</td></tr><tr><td>Yoga Mats</td></tr><tr><td rowspan="2">5</td><td>HERStories to Inspire: Empowering the Next Generation</td><td>Event Date: 14 March 2025 (Friday) Museo Pambata, Pasay City</td></tr><tr><td>HERizon Shirt for Kids</td><td>07 March 2025 (Friday)</td></tr><tr><td>6</td><td>WMC Polo Shirt</td><td>21 March 2025 (Friday)</td></tr></table> <p>Delivery at the TPB Office at 6th Floor Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City 1300.</p>	LOT	ACTIVITY/ITEM	DATE OF IMPLEMENTATION/ DELIVERY	1	Purple your Icon Campaign <ul style="list-style-type: none">• Banner• Jeepney Sign Art	04 March 2025 (Tuesday)	2	It's time for HER: Honoring Everyone's Radiance	Event Dates: 24-26 March 2025 (Monday - Wednesday) TPB Activity Rooms	Self-Care Kit	21 March 2025 (Friday)	3	StrongHER: Wellness in Motion	Event Dates: 07, 14, 21, and 28 March 2025 TPB Activity Rooms (Every Friday)	PVC Vinyl Flooring / Dance Floor Mat	05 March 2025 (Wednesday)	4	Be Smart, Be Safe: Safety Strategies in the Modern Times II	21 March 2025 (Friday) TPB Activity Rooms	Yoga Mats	5	HERStories to Inspire: Empowering the Next Generation	Event Date: 14 March 2025 (Friday) Museo Pambata, Pasay City	HERizon Shirt for Kids	07 March 2025 (Friday)	6	WMC Polo Shirt	21 March 2025 (Friday)	PhP105,000.00	PhP105,000.00
LOT	ACTIVITY/ITEM	DATE OF IMPLEMENTATION/ DELIVERY																												
1	Purple your Icon Campaign <ul style="list-style-type: none">• Banner• Jeepney Sign Art	04 March 2025 (Tuesday)																												
2	It's time for HER: Honoring Everyone's Radiance	Event Dates: 24-26 March 2025 (Monday - Wednesday) TPB Activity Rooms																												
	Self-Care Kit	21 March 2025 (Friday)																												
3	StrongHER: Wellness in Motion	Event Dates: 07, 14, 21, and 28 March 2025 TPB Activity Rooms (Every Friday)																												
	PVC Vinyl Flooring / Dance Floor Mat	05 March 2025 (Wednesday)																												
4	Be Smart, Be Safe: Safety Strategies in the Modern Times II	21 March 2025 (Friday) TPB Activity Rooms																												
	Yoga Mats																													
5	HERStories to Inspire: Empowering the Next Generation	Event Date: 14 March 2025 (Friday) Museo Pambata, Pasay City																												
	HERizon Shirt for Kids	07 March 2025 (Friday)																												
6	WMC Polo Shirt	21 March 2025 (Friday)																												

	<p>ADDITIONAL TECHNICAL REQUIREMENTS</p> <p>Qualifications for Bidder</p> <ul style="list-style-type: none"> • For Printing, Production, and Delivery of WMC Banners and Polo Shirts (Lots 1 and 6) <ol style="list-style-type: none"> 1. Bidder must have at least two (2) years of experience in production of print materials for government and private offices. 2. Bidder must submit a sample item based on the above specifications for Banners and Polo Shirts with price quotation of the items inclusive of the admin cost, delivery fee, and other applicable cost, upon submission of quotation. Failure to submit sample will not be considered and will be disqualified. 3. Submit an actual sample based on the above specifications for Banners and Polo Shirts upon the receipt of Notice of Award (NOA). 4. Final actual sample must be presented to the end user's approval prior to mass production • For Events Management Company (Lots 2-5) <ol style="list-style-type: none"> 1. Bidder must have at least two (2) years of experience in organizing events in government and private offices 2. Bidder must submit a price quotation based on the above deliverables inclusive of other applicable costs. 3. Bidder must submit the Curriculum Vitae of the proposed resource persons/trainers subject to the approval of TPB. 4. Final actual proposal of the winning bidder inclusive of but not limited to menus, resource persons, program flow, and items to be included in the self-care kit must be presented to the end user's approval. <p>LEGAL REQUIREMENTS:</p> <ol style="list-style-type: none"> 1. Mayor's/ Business Permit 2. PhilGEPS Registration Number/ Certificate 3. Income/Business Tax Return 4. Notarized Omnibus Sworn Statement <p>ATTACHMENTS:</p> <ol style="list-style-type: none"> 1. Statement of Compliance 2. Omnibus Sworn Statement 3. Technical Specifications/ Terms of Reference <p>NOTE:</p> <ol style="list-style-type: none"> 1. All entries must be typewritten in your company letterhead. 2. Price validity shall be for a period of thirty (30) calendar days. 		
Terms	Thirty (30) working days from the receipt of invoice/billing.		
ABC	PhP692,875.00 inclusive of all applicable fees and taxes.		PhP692,875.00

Please submit your **quotation, technical, and legal** documents duly signed by your authorized representative to email address ada_cruz@tpb.gov.ph/ bac_sec@tpb.gov.ph not later than **26 February 2025, 05:00 PM**, subject to the Terms and Conditions stated herein.

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. VILAFRANCA
Acting Head


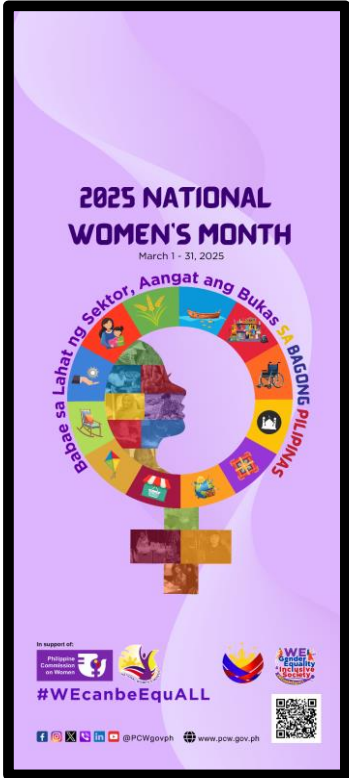
Procurement Management Division

Contact person: Ada Cruz

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

SERVICE PROVIDER FOR THE TOURISM PROMOTIONS BOARD 2025 WOMEN'S MONTH CELEBRATION (WMC) ACTIVITIES



Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. **Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidder Bid and cross-referenced to that evidence. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.**

ITEM NO.	SPECIFICATIONS	STATEMENT OF COMPLIANCE
1	<p>SCOPE OF WORK/ SERVICES/ DELIVERABLES</p> <p>LOT 1 – TPB 2025 WMC Banner</p> <ul style="list-style-type: none"> Provision of X-Stand Banner, 2x6 ft. for TPB WMC activities *2 pieces for PhP1,000.00 each <div data-bbox="582 846 896 1187">  </div> <p>(Sample Photo)</p> <div data-bbox="564 1225 914 2000">  </div> <p>(Layout of Banner)</p>	


STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

2	<ul style="list-style-type: none"> Provision of jeepney sign art with empowering messages for women <ul style="list-style-type: none"> Designs to be provided to the supplier once finalized. (Maximum of 20 empowering messages) <p><i>*175 pieces for PhP200.00 each</i></p> <div data-bbox="568 336 914 680" data-label="Image"> </div> <p style="text-align: center;"><i>(Sample Jeepney Sign Art)</i></p>	
3	<p>LOT 2 – It’s time for HER: Honoring Everyone’s Radiance</p> <ul style="list-style-type: none"> Provision of the following services: <ul style="list-style-type: none"> Sitting Massage (Upper Body) with four (4) Masseurs and other logistical requirements <i>*PhP900.00 x 20 pax x 3 days</i> Haircut for Male and Female with three (3) Hair Stylist with supplies and materials <i>*PhP900.00 x 20 pax x 3 days</i> Manicure and Pedicure with four (4) Nail technicians with supplies and materials <i>*PhP900.00 x 20 pax x 3 days</i> Provision of Self-care Kit (reusable gift bag or pouch), inclusive of the following: <ul style="list-style-type: none"> moisturizer facial wash toner sunscreen razor blade shaving cream hair comb <p><i>*PhP1,000.00 per kit x 175 pcs</i></p>	
4	<ul style="list-style-type: none"> Provision of Dance Fitness Class instructor who have conducted at least two (2) similar activities in the past two (2) years <i>*PhP3,500.00 per day x 4 days</i> At least 1-hour session every Friday for the whole month of March (total of 4 sessions) Provision of Food and Beverages for a maximum of 35 pax: <ul style="list-style-type: none"> PM Snacks: Preferably Sandwich or Pasta and Electrolyte Drinks <i>*PhP220.00 x 35 days x 4 days</i> Provision of PVC Vinyl Flooring / Dance Floor Mat (For activity rooms A, B, and C) <ul style="list-style-type: none"> to be put over carpeted area 3 sets can be connected as a whole non-slip surface can be used and ideal for fitness activities can be rolled and stored when not in use <p><i>*PhP23,625.00 x 3 sets</i></p>	

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

	 <ul style="list-style-type: none"> • Submission of Post Activity Report with photo and video documentation 	
5	<p>LOT 4 – Be Smart, Be Safe: Safety Strategies in the Modern Times II</p> <ul style="list-style-type: none"> • Provision of Safety and Protection Skills Trainer/Instructor have conducted at least two (2) similar activities in the past two (2) years <i>*PhP12,500.00 per session</i> • Whole-day training session (9 AM - 5 PM) • Provision of training mats for participants <i>*PhP200.00 x 30 pax</i> • Provision of Food and Beverages <i>*PhP220.00 x 35 pax x 3</i> <ul style="list-style-type: none"> - AM Snacks: Preferably Sandwich or Pasta and Coffee/Choco/ Soy Drink - PM Snacks: Preferably Sandwich or Pasta and Juice/Softdrinks - Packed Lunch: <ul style="list-style-type: none"> ○ Vegetable ○ Meat/Fish ○ Rice • Provision of Certificates • Submission of Post Activity Report with photo and video documentation 	
6	<p>LOT 5 – HERStories to Inspire: Empowering the Next Generation</p> <ul style="list-style-type: none"> • Coordination with the identified beneficiary as approved by TPB • Provision of land transportation to ferry the participants to and from Museo Pambata via bus <i>*PhP13,000.00 – bus rental</i> • Coordination with Museo Pambata including event details, program, reservation, tour, etc. <i>*PhP450.00 x 40 pax – entrance fee to Museo Pambata</i> • Meals for Participants for a maximum of 40 participants <i>*PhP440.00 x 40 pax</i> • HERizon Cream Shirt for Kids (20 pax) <i>*PhP8,000.00</i> 	

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

7	<p>LOT 6 – 2025 TPB WMC Polo Shirt</p> <ul style="list-style-type: none"> • Fabric: Cotton • Logo: Embroidered/Digital Print • Sizes: XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL (Eastern fit) • Colors: White and Purple • With collar <p><i>*PhP600.00 x 175 pcs</i></p> 																																		
8	<p>PROJECT IMPLEMENTATION SCHEDULE</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">LOT</th><th style="text-align: center;">ACTIVITY/ITEM</th><th style="text-align: center;">DATE OF IMPLEMENTATION/ DELIVERY</th></tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td><td>Purple your Icon Campaign <ul style="list-style-type: none"> • Banner • Jeepney Sign Art </td><td>04 March 2025 (Tuesday)</td></tr> <tr> <td style="text-align: center;">2</td><td>It's time for HER: Honoring Everyone's Radiance</td><td>Event Dates: 24-26 March 2025 (Monday - Wednesday) TPB Activity Rooms</td></tr> <tr> <td></td><td>Self-Care Kit</td><td>21 March 2025 (Friday)</td></tr> <tr> <td style="text-align: center;">3</td><td>StrongHER: Wellness in Motion</td><td>Event Dates: 07, 14, 21, and 28 March 2025 TPB Activity Rooms (Every Friday)</td></tr> <tr> <td></td><td>PVC Vinyl Flooring / Dance Floor Mat</td><td>05 March 2025 (Wednesday)</td></tr> <tr> <td style="text-align: center;">4</td><td>Be Smart, Be Safe: Safety Strategies in the Modern Times II</td><td>21 March 2025 (Friday) TPB Activity Rooms</td></tr> <tr> <td></td><td>Yoga Mats</td><td></td></tr> <tr> <td style="text-align: center;">5</td><td>HERStories to Inspire: Empowering the Next Generation</td><td>Event Date: 14 March 2025 (Friday) Museo Pambata, Pasay City</td></tr> <tr> <td></td><td>HERizon Shirt for Kids</td><td>07 March 2025 (Friday)</td></tr> <tr> <td style="text-align: center;">6</td><td>WMC Polo Shirt</td><td>21 March 2025 (Friday)</td></tr> </tbody> </table> <p>Delivery at the TPB Office at 6th Floor Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City 1300.</p>	LOT	ACTIVITY/ITEM	DATE OF IMPLEMENTATION/ DELIVERY	1	Purple your Icon Campaign <ul style="list-style-type: none"> • Banner • Jeepney Sign Art 	04 March 2025 (Tuesday)	2	It's time for HER: Honoring Everyone's Radiance	Event Dates: 24-26 March 2025 (Monday - Wednesday) TPB Activity Rooms		Self-Care Kit	21 March 2025 (Friday)	3	StrongHER: Wellness in Motion	Event Dates: 07, 14, 21, and 28 March 2025 TPB Activity Rooms (Every Friday)		PVC Vinyl Flooring / Dance Floor Mat	05 March 2025 (Wednesday)	4	Be Smart, Be Safe: Safety Strategies in the Modern Times II	21 March 2025 (Friday) TPB Activity Rooms		Yoga Mats		5	HERStories to Inspire: Empowering the Next Generation	Event Date: 14 March 2025 (Friday) Museo Pambata, Pasay City		HERizon Shirt for Kids	07 March 2025 (Friday)	6	WMC Polo Shirt	21 March 2025 (Friday)	
LOT	ACTIVITY/ITEM	DATE OF IMPLEMENTATION/ DELIVERY																																	
1	Purple your Icon Campaign <ul style="list-style-type: none"> • Banner • Jeepney Sign Art 	04 March 2025 (Tuesday)																																	
2	It's time for HER: Honoring Everyone's Radiance	Event Dates: 24-26 March 2025 (Monday - Wednesday) TPB Activity Rooms																																	
	Self-Care Kit	21 March 2025 (Friday)																																	
3	StrongHER: Wellness in Motion	Event Dates: 07, 14, 21, and 28 March 2025 TPB Activity Rooms (Every Friday)																																	
	PVC Vinyl Flooring / Dance Floor Mat	05 March 2025 (Wednesday)																																	
4	Be Smart, Be Safe: Safety Strategies in the Modern Times II	21 March 2025 (Friday) TPB Activity Rooms																																	
	Yoga Mats																																		
5	HERStories to Inspire: Empowering the Next Generation	Event Date: 14 March 2025 (Friday) Museo Pambata, Pasay City																																	
	HERizon Shirt for Kids	07 March 2025 (Friday)																																	
6	WMC Polo Shirt	21 March 2025 (Friday)																																	

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

9	<p>ADDITIONAL TECHNICAL REQUIREMENTS</p> <p>Qualifications for Bidder</p> <ul style="list-style-type: none"> • For Printing, Production, and Delivery of WMC Banners and Polo Shirts (Lots 1 and 6) <ol style="list-style-type: none"> 1. Bidder must have at least two (2) years of experience in production of print materials for government and private offices. 2. Bidder must submit a sample item based on the above specifications for Banners and Polo Shirts with price quotation of the items inclusive of the admin cost, delivery fee, and other applicable cost, upon submission of quotation. Failure to submit sample will not be considered and will be disqualified. 3. Submit an actual sample based on the above specifications for Banners and Polo Shirts upon the receipt of Notice of Award (NOA). 4. Final actual sample must be presented to the end user's approval prior to mass production 	
10	<p>ADDITIONAL TECHNICAL REQUIREMENTS</p> <ul style="list-style-type: none"> • For Events Management Company (Lots 2-5) <ol style="list-style-type: none"> 1. Bidder must have at least two (2) years of experience in organizing events in government and private offices 2. Bidder must submit a price quotation based on the above deliverables inclusive of other applicable costs. 3. Bidder must submit the Curriculum Vitae of the proposed resource persons/trainers subject to the approval of TPB. 4. Final actual proposal of the winning bidder inclusive of but not limited to menus, resource persons, program flow, and items to be included in the self-care kit must be presented to the end user's approval. 	
11	<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>	

Name of Company/Bidder

Signature over Printed Name
of Representative

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:
- Carefully examining all of the Bidding Documents;
 - Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - 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]

TECHNICAL SPECIFICATIONS

SERVICE PROVIDER FOR THE TOURISM PROMOTIONS BOARD (TPB) 2025 WOMEN'S MONTH CELEBRATION (WMC) ACTIVITIES


I. BACKGROUND

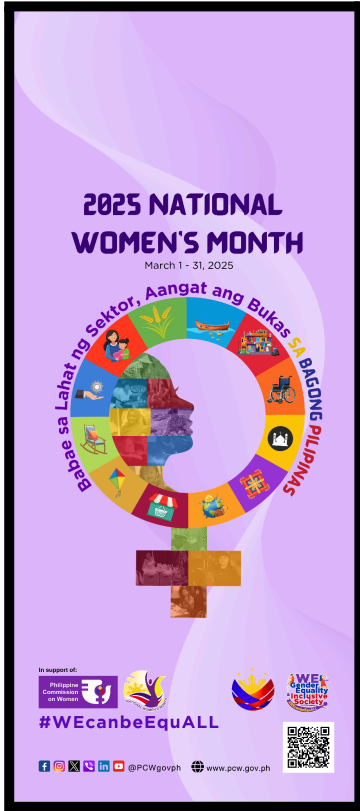

In compliance with Proclamation No. 227, s. of 1988, declaring the observance of the Month of March as Women's Role in History Month, this year's Women's Month Celebration at the Tourism Promotions Board (TPB) aims to highlight four key pillars: Awareness, Health and Wellness, and Social Justice. Through meaningful and engaging activities, the celebration will honor the contributions of women while promoting holistic well-being and inclusivity within the organization.

II. OBJECTIVES

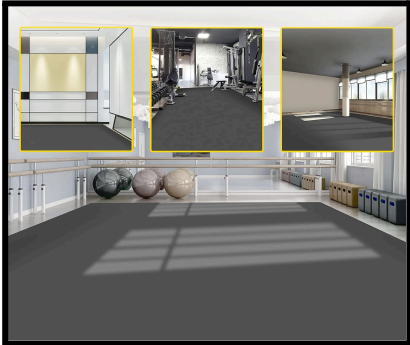
1. To raise awareness about the significance of Women's Month and highlight inspiring contributions of women in TPB.
2. To empower personnel by fostering self-care and self-confidence.
3. To promote physical health and mental wellness among women personnel through an inclusive and supportive environment.
4. To advocate for children's rights and empower the younger generation by emphasizing women's roles in nurturing and educating.


III. SPECIFICATIONS/SCOPE OF WORK/SERVICES/DELIVERABLES


LOT	ITEM	PARTICULARS	Qty	Subtotal
1	TPB 2025 WMC Banner	<ul style="list-style-type: none"> Provision of X-Stand Banner, 2x6 ft. for TPB WMC activities  <p style="text-align: center;">(Sample Photo)</p>	2 pcs. x PHP 1000.00	PHP 2,000.00

		 <p>(Layout of Banner)</p> <ul style="list-style-type: none"> Provision of jeepney sign art with empowering messages for women <ul style="list-style-type: none"> Designs to be provided to the supplier once finalized. <p>(Maximum of 20 empowering messages)</p>  <p>(Sample Jeepney Sign Art)</p>	<p>175 pcs. x PHP 200.00</p>	<p>PHP 35,000.00</p>
--	--	---	--------------------------------------	-----------------------------

2	It's time for HER: Honoring Everyone's Radiance	<ul style="list-style-type: none"> ● Provision of the following services: <ul style="list-style-type: none"> - Sitting Massage (Upper Body) with four (4) Masseurs and other logistical requirements - Haircut for Male and Female with three (3) Hair Stylist with supplies and materials - Manicure and Pedicure with four (4) Nail technicians with supplies and materials ● Provision of Self-care. Kit (reusable gift bag or pouch), inclusive of the following: <ul style="list-style-type: none"> - moisturizer - facial wash - toner - sunscreen - razor blade - shaving cream - hair comb 	<p>PHP 900.00 x 20 pax x 3 days</p> <p>PHP 900.00 x 20 pax x 3 days</p> <p>PHP 900.00 x 20 pax x 3 days</p> <p>PHP 1000.00 per kit x 175 pcs.</p>	<p>PHP 54,000.00</p> <p>PHP 54,000.00</p> <p>PHP 54,000.00</p> <p>PHP 175,000.00</p>
3	StrongHER: Wellness in Motion	<ul style="list-style-type: none"> ● Provision of Dance Fitness Class instructor who have conducted at least two (2) similar activities in the past two (2) years ● At least 1-hour session every Friday for the whole month of March (total of 4 sessions) ● Provision of Food and Beverages for a maximum of 35 pax: <ul style="list-style-type: none"> - PM Snacks: Preferably Sandwich or Pasta and Electrolyte Drinks 	<p>PHP 3,500.00 per day x 4 days</p> <p>PHP 220.00 x 35 pax x 4 days</p>	<p>PHP 14,000.00</p> <p>PHP 30,800.00</p>

		<ul style="list-style-type: none"> Provision of PVC Vinyl Flooring / Dance Floor Mat (For activity rooms A,B, and C) <ul style="list-style-type: none"> - to be put over carpeted area - 3 sets can be connected as a whole - non-slip surface - can be used and ideal for fitness activities - can be rolled and stored when not in use  <ul style="list-style-type: none"> Submission of Post Activity Report with photo and video documentation 	<p>PHP 23,625.00 x 3 sets</p>	<p>PHP 70,875.00</p>
4	Be Smart, Be Safe: Safety Strategies in the Modern Times II	<ul style="list-style-type: none"> Provision of Safety and Protection Skills Trainer/Instructor have conducted at least two (2) similar activities in the past two (2) years Whole-day training session (9 AM - 5 PM) Provision of training mats for participants Provision of Food and Beverages <ul style="list-style-type: none"> AM Snacks: Preferably Sandwich or Pasta and Coffee/Choco/ Soy Drink PM Snacks: Preferably Sandwich or Pasta and Juice/Softdrinks Packed Lunch: <ul style="list-style-type: none"> Vegetable 	<p>PHP 12,500.00 per session</p> <p>PHP 200.00 x 30 pax</p> <p>PHP 220.00 x 35 pax x 3</p>	<p>PHP 12,500.00</p> <p>PHP 6,000.00</p> <p>PHP 23,100.00</p>

		<ul style="list-style-type: none"> ○ Meat/Fish ○ Rice ● Provision of Certificates ● Submission of Post Activity Report with photo and video documentation 		
5	HERStories to Inspire: Empowering the Next Generation	<ul style="list-style-type: none"> ● Coordination with the identified beneficiary as approved by TPB ● Provision of land transportation to ferry the participants to and from Museo Pambata via bus ● Coordination with Museo Pambata including event details, program, reservation, tour, etc. ● Meals for Participants for a maximum of 40 participants ● HERizon Cream Shirt for Kids (20 pax) 	<p>Bus Rental</p> <p>Entrance Fee to Museo Pambata PHP 450.00 x 40</p> <p>Food and Beverages PHP 440 x 40 pax</p> <p>Herizon Shirts for Kids PHP 400.00 x 20 pax</p>	<p>PHP 13,000.00</p> <p>PHP 18,000.00</p> <p>PHP 17,600.00</p> <p>PHP 8,000.00</p>
6	2025 TPB WMC Polo Shirt	<ul style="list-style-type: none"> ● Fabric: Cotton ● Logo: Embroidered/Digital Print 	PHP 600.00 x 175 pcs.	PHP 105,000.00

		<ul style="list-style-type: none"> Sizes: XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL (Eastern fit) Colors: White and Purple With collar 		
				
GRAND TOTAL:				PHP 692,875.00

IV. PROJECT IMPLEMENTATION SCHEDULE

LOT	ACTIVITY/ITEM	DATE OF IMPLEMENTATION/DELIVERY
1	Purple your Icon Campaign <ul style="list-style-type: none"> Banner Jeepney Sign Art 	04 March 2025 (Tuesday)
2	It's time for HER: Honoring Everyone's Radiance	Event Dates: 24-26 March 2025 (Monday - Wednesday) TPB Activity Rooms
	Self-Care Kit	21 March 2025 (Friday)
3	StrongHER: Wellness in Motion	Event Dates: 07, 14, 21, and 28 March 2025 TPB Activity Rooms (Every Friday)
	PVC Vinyl Flooring / Dance Floor Mat	05 March 2025 (Wednesday)
4	Be Smart, Be Safe: Safety Strategies in the Modern Times II	21 March 2025 (Friday) TPB Activity Rooms
	Yoga Mats	

5	HERStories to Inspire: Empowering the Next Generation	Event Date: 14 March 2025 (Friday) Museo Pambata, Pasay City
	HERizon Shirt for Kids	07 March 2025 (Friday)
6	WMC Polo Shirt	21 March 2025 (Friday)

Delivery at the TPB Office at 6th Floor Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City 1300.

V. ADDITIONAL TECHNICAL REQUIREMENTS

Qualifications for Bidder

For Printing, Production, and Delivery of WMC Banners and Polo Shirts (Lots 1 and 6)

1. Bidder must have at least two (2) years of experience in production of print materials for government and private offices.
2. Bidder must submit a sample item based on the above specifications for Banners and Polo Shirts with price quotation of the items inclusive of the admin cost, delivery fee, and other applicable cost, upon submission of quotation. Failure to submit sample will not be considered and will be disqualified.
3. Submit an actual sample based on the above specifications for Banners and Polo Shirts upon the receipt of Notice of Award (NOA).
4. Final actual sample must be presented to the end user's approval prior to mass production

For Events Management Company (Lots 2-5)

1. Bidder must have at least two (2) years of experience in organizing events in government and private offices
2. Bidder must submit a price quotation based on the above deliverables inclusive of other applicable costs.
3. Bidder must submit the Curriculum Vitae of the proposed resource persons/trainers subject to the approval of TPB.
4. Final actual proposal of the winning bidder inclusive of but not limited to menus, resource persons, program flow, and items to be included in the self-care kit must be presented to the end user's approval.

VI. APPROVED BUDGET FOR THE CONTRACT (ABC)

The Total ABC for the following lots is **SIX HUNDRED NINETY-TWO THOUSAND EIGHT HUNDRED SEVENTY-FIVE PESOS (PHP 692,875.00)** inclusive of all applicable fees and taxes:

Lots	Amount
Lot 1: TPB 2025 WMC Banner	PhP37,000.00
Lot 2: It's time for HER: Honoring Everyone's Radiance	PhP337,000.00
Lot 3: StrongHER: Wellness in Motion	PhP115,675.00
Lot 4: Be Smart, Be Safe: Safety Strategies in the Modern Times II	PhP41,600.00
Lot 5: HERStories to Inspire: Empowering the Next Generation	PhP56,600.00
Lot 6: 2025 TPB WMC Polo Shirt	PhP105,000.00

VII. TERMS OF PAYMENT

Send a bill to the Tourism Promotions Board. Final payment upon completion of deliverables and receipt of invoice, billing, and/or other pertinent documents.

The following documents should be submitted by the winning bidder for the processing of payment:

1. Original copy of Statement of Account / Billing Statement with detailed costs for all services rendered to include relevant fee addressed to:

ROSSANDRA AMYTHEA Q. CAYAGO

Acting Head

Personnel and Human Resources Development Division

Tourism Promotions Board

6/F Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City
1300

2. Copy of Official Receipt/Invoice

Payment will be made through an LBP bank deposit. The winning bidder should preferably have a Land Bank account. Otherwise, bank charges will be shouldered by the supplier.

VIII. CONTRACT DURATION

The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.

IX. PROJECT OFFICERS CONTACT INFORMATION

Rossandra Amythea Q. Cayago

amy_cayago@tpb.gov.ph

Karen A. Padolina

karen_padolina@tpb.gov.ph

Bernadette B. Kalingag

bernadette_kalingag@tpb.gov.ph

Ana Kristina Eraga

ana_eraga@tpb.gov.pg