

TECHNICAL SPECIFICATIONS
PROVISION, SUPPLY AND DELIVERY OF
ACRYLIC CERTIFICATIONS FOR PRAISE AWARDEES

I. BACKGROUND:

Pursuant to CSC-Approved Tourism Promotions Board (TPB) Program on Awards and Incentives for Service Excellence (PRAISE), the TPB conducts an annual PRAISE awarding ceremony to motivate and encourage creativity, recognize and reward employees, individually or in groups for their suggestions, innovative ideas, inventions, superior accomplishments, exemplary behavior, exemplary acts of services in the public interest and other personal efforts which contribute to the efficiency, economy, or other improvement in the TPB operation which lead to organization productivity.

II. OBJECTIVES

To provide certificates for the specific category of PRAISE awardees, for due acknowledgement of their exceptional service/ achievements to inspire public service and uphold public interest among TPB officials and employees.

III. SCOPE OF WORK AND SERVICES

- Provision of acrylic certificates for the fourteen (14) PRAISE awardees in the amount of One Thousand Pesos Only (PhP 1,000.00) each as follows:

Category	Awardees	Quantity
Zeal of Excellence Award	<ul style="list-style-type: none">• Socrates G. Torres• Arianne Mae S. Inosanto	2
Circle of Excellence Award	<ul style="list-style-type: none">• Bids and Awards Committee (BAC)	1
GADTimpala Award	<ul style="list-style-type: none">• Michelle S. Alcantara	1
Committee Gem Award	<ul style="list-style-type: none">• Atty. Jemimah Nissi M. Tiambeng• Grace C. La Rosa	2
Personnel Motivation and Incentive Award	<ul style="list-style-type: none">• Socrates G. Torres• Grace C. La Rosa• Michelle S. Alcantara• Ian Carlo Q. Santos• Sandy T. Vargas Jr.• BJ Mark Kevin U. Remo	6
Hall of Fame Award	<ul style="list-style-type: none">• Janet W. Canoy• Irene U. Francisco	2
TOTAL:		14

The plaque should have dimensions of **Letter size (21.59 cm x 27.94 cm)**.

Soft copy of template shall be provided by the Personnel and Human Resources Development Division (PHRDD) to the winning bidder within five (5) working days upon receipt of the Notice of Award (NOA).

IV. PROJECT IMPLEMENTATION SCHEDULE

Delivery of acrylic certificates shall be on or before 31 March 2025.

V. APPROVED BUDGET FOR THE CONTRACT (ABC)

The Approved Budget for the Contract (ABC) **Fourteen Thousand Pesos Only (PhP14,000.00)** inclusive of all applicable taxes and fees.

VI. TERMS OF PAYMENT

Send a bill to the Tourism Promotions Board. Full payment upon completion of deliverables and submission/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 management fee addressed to:

ROSSANDRA AMYTHEA Q. CAYAGO

Acting Head, Personnel and Human Resources Development Division
Tourism Promotions Board

6/F 5 E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City 1300
Philippines

Original copy of Statement of Account/ Billing Statement shall be personally brought to TPB Office. Otherwise, the delivery fee shall be shouldered by the supplier.

2. Copy of Official Receipt

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.

Original copy of Official Receipt shall be personally brought to TPB Office. Otherwise, the delivery fee shall be shouldered by the supplier.

VII. CONTRACT DURATION

One-time engagement and shall commence from the issuance of Notice to Proceed (NTP) until full and complete delivery of requirements.

VIII. PROJECT OFFICER'S CONTACT INFORMATION

HAZEL G. FRANCISCO

Email: hazel_francisco@tpb.gov.ph

Cellphone No.: 0969-5626228

CARLA SOSA

Email: carla_sosa@tpb.gov.ph





This

CIRCLE OF EXCELLENCE AWARD (Katangi-tanging Pangkat ng TPB)

is hereby conferred to the

BIDS AND AWARDS COMMITTEE (BAC)

for demonstrating exceptional teamwork, unwavering dedication, and outstanding excellence. Their collective efforts and innovative contributions significantly advanced the goals and values of the TPB. Their commitment not only reflects the highest standards of achievement but also inspires others to excel.

Given this 24th day of January 2025
during the 2025 TPB Learning Over Lunch
at Sheraton Manila Bay Hotel

MARIA MARGARITA MONTEMAYOR NOGRALES
Chief Operating Officer
Tourism Promotions Board Philippines



This

GADTimpala AWARD (Employee Category)

is hereby conferred to

MICHELLE S. ALCANTARA

for her outstanding dedication and commitment to advancing gender mainstreaming in TPB, promoting inclusive practices, and empowering our stakeholders, making a positive impact on the Corporation's advocacy.

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This

COMMITTEE GEM (Going the Extra Mile) **AWARD** (OFFICIAL CATEGORY)

is hereby conferred to

ATTY. JEMIMAH NISSI M. TIAMBENG

in recognition of her unwavering dedication and exceptional work ethic. Her willingness to go the extra mile, coupled with her positive attitude, dependability, and selflessness, has made a significant impact on the projects and committees within TPB. Her contributions are invaluable, and we are grateful for the commitment she demonstrated every day.

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This

COMMITTEE GEM (Going the Extra Mile) **AWARD** (EMPLOYEE CATEGORY)

is hereby conferred to

GRACE C. LA ROSA

in recognition of her unwavering dedication and exceptional work ethic. Her willingness to go the extra mile, coupled with her positive attitude, dependability, and selflessness, has made a significant impact on the projects and committees within TPB. Her contributions are invaluable, and we are grateful for the commitment she demonstrated every day.

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This

HALL OF FAME **AWARD** (OFFICIAL CATEGORY)

is hereby conferred to

JANET W. CANOY

for receiving three distinguished awards in recognition of her unparalleled dedication, exemplary contributions, and outstanding impact in TPB covering the period 2021-2022. Her relentless pursuit of excellence and steadfast commitment has set an inspiring benchmark for others to follow.

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This

HALL OF FAME **AWARD** (OFFICIAL CATEGORY)

is hereby conferred to

IRENE U. FRANCISCO

for receiving three distinguished awards in recognition of her unparalleled dedication, exemplary contributions, and outstanding impact in TPB covering the period 2021-2023. Her relentless pursuit of excellence and steadfast commitment has set an inspiring benchmark for others to follow.

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This

ZEAL OF EXCELLENCE AWARD (Alab ng TPB - Kawani)

is hereby conferred to

SOCRATES G. TORRES

in recognition of his outstanding commitment to volunteerism, unwavering resilience, and exemplary dedication to duty as a public servant. His efforts have made a profound impact on our community and inspire others to follow his lead.

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This

ZEAL OF EXCELLENCE AWARD (Alab ng TPB - Kawani)

is hereby conferred to

ARIANNE MAE S. INOSANTO

in recognition of her outstanding commitment to volunteerism, unwavering resilience, and exemplary dedication to duty as a public servant. Her efforts have made a profound impact on our community and inspire others to follow her lead.

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This

PERSONNEL MOTIVATION AND **INCENTIVE AWARD** (CIVIL SERVICE EXAM PASSER)

is hereby conferred to

GRACE C. LA ROSA

in recognition of her unwavering perseverance and determination to continually enhance her personal and professional development. Her exceptional dedication and commitment not only elevated her own capabilities but also served as a profound inspiration to her colleagues at TPB.

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This

**PERSONNEL MOTIVATION AND
INCENTIVE AWARD**
(CIVIL SERVICE EXAM PASSER)

is hereby conferred to

SOCRATES G. TORRES

in recognition of his unwavering perseverance and determination to continually enhance his personal and professional development. His exceptional dedication and commitment not only elevated his own capabilities but also served as a profound inspiration to his colleagues at TPB.

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This

**PERSONNEL MOTIVATION AND
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(CIVIL SERVICE EXAM PASSER)

is hereby conferred to

MICHELLE S. ALCANTARA

in recognition of her unwavering perseverance and determination to continually enhance her personal and professional development. Her exceptional dedication and commitment not only elevated her own capabilities but also served as a profound inspiration to her colleagues at TPB.

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This

**PERSONNEL MOTIVATION AND
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(CIVIL SERVICE EXAM PASSER)

is hereby conferred to

IAN CARLO Q. SANTOS

in recognition of his unwavering perseverance and determination to continually enhance his personal and professional development. His exceptional dedication and commitment not only elevated his own capabilities but also served as a profound inspiration to his colleagues at TPB.

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**PERSONNEL MOTIVATION AND
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(CIVIL SERVICE EXAM PASSER)

is hereby conferred to

SANDY T. VARGAS, JR.

in recognition of his unwavering perseverance and determination to continually enhance his personal and professional development. His exceptional dedication and commitment not only elevated his own capabilities but also served as a profound inspiration to his colleagues at TPB.

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**PERSONNEL MOTIVATION AND
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(CIVIL SERVICE EXAM PASSER)

is hereby conferred to

BJ MARK KEVIN U. REMO

in recognition of his unwavering perseverance and determination to continually enhance his personal and professional development. His exceptional dedication and commitment not only elevated his own capabilities but also served as a profound inspiration to his colleagues at TPB.

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