


REQUEST FOR QUOTATION

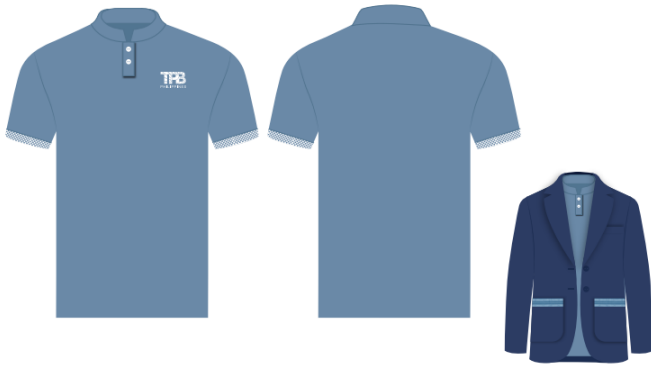
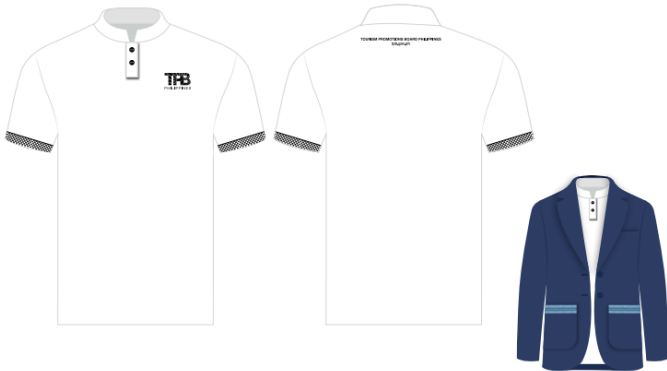
The **TOURISM PROMOTIONS BOARD** invites you to submit a quotation for the item/s listed below:

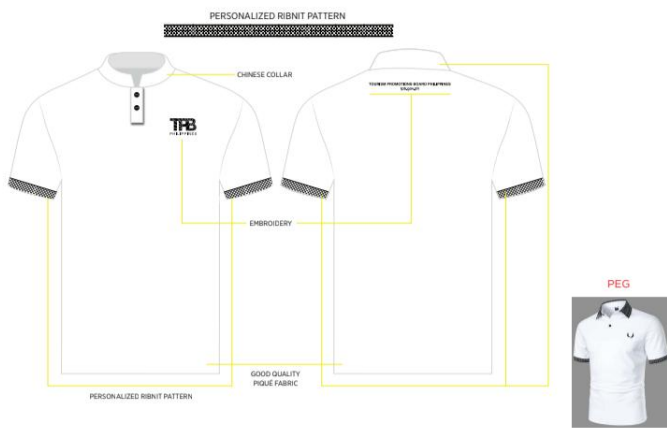

RFQ No. TPB RFQ 2025.07.185

PR No. 2025.06.031

Requirements: **SUPPLY AND DELIVERY OF 2025 PHILIPPINE TRAVEL EXCHANGE (PHITEX) + MICECONnect CORPORATE BUSINESS ATTIRE LOTS 1 AND 2**

Quantity	Item/Description	Estimated Unit Price	Total Cost (PhP)
104 pieces (TPB to provide the exact quantity per size)	<p>SPECIFICATIONS/ SCOPE OF WORK/ SERVICES/ DELIVERABLES</p> <p>Lot 1: Polo Shirts</p> <ul style="list-style-type: none"> Polo Shirt 1 <p>Type: Polo Shirt with TPB Logo and Ribnit pattern</p> <p>Fabric: Burgundy cotton (Please refer to the actual color/ swatch provided by TPB)</p> <p>Sizes: Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL)</p> <p>Design and Printing:</p> <p>Collared/Polo shirt</p> <ul style="list-style-type: none"> 3 buttons White embroidery of "TPB" logo – left front side White embroidery of "Tourism Promotions Board and tpb.gov.ph – at the back <p>POLO SHIRT</p> 	PhP1,150.00	PhP119,600.00
104 pieces (TPB to provide the exact quantity per size)	<ul style="list-style-type: none"> Polo Shirt 2 <p>Type: Polo Shirt with TPB Logo and Ribnit pattern</p> <p>Fabric: Blue Gray cotton (Please refer to the actual color/ swatch provided by TPB)</p> <p>Sizes: Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL)</p>	PhP1,150.00	PhP119,600.00

	<p>Design and Printing: Collared/Polo shirt</p> <ul style="list-style-type: none"> - 3 buttons - White embroidery of “TPB” logo – left front side - White embroidery of “Tourism Promotions Board and tpb.gov.ph – at the back <p>POLO SHIRT</p> 		
<p>104 pieces (TPB to provide the exact quantity per size)</p>	<ul style="list-style-type: none"> • Polo Shirt 3 <p>Type: Polo Shirt with TPB Logo and Ribnit pattern Fabric: White cotton (Please refer to the actual color/ swatch provided by TPB) Sizes: Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL) Design and Printing: Collared/Polo shirt</p> <ul style="list-style-type: none"> - 3 buttons - Black /Gray embroidery of “TPB” logo – left front side - Black/ Gray embroidery of “Tourism Promotions Board and tpb.gov.ph – at the back <p>POLO SHIRT</p> 	PhP1,150.00	PhP119,600.00

	<p>POLO SHIRT</p> 		
104 pieces	<p>Lot 2: Blazer</p> <ul style="list-style-type: none"> Blazer <p>Type: Blazer with weave accent</p> <p>Fabric: Rayon Fabric. Please submit swatches of fabric</p> <p>Sizes: Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL)</p> <p>Colors: Dark Blue</p> <p>Design and Printing:</p> <ul style="list-style-type: none"> Relaxed fit in Rayon fabric with lapels and a two-button fastening at the front. Jetted front pockets and one inner pocket on left chest area. 	PhP2,650.00	PhP275,600.00
	<p>OTHER REQUIREMENTS:</p> <ol style="list-style-type: none"> Upon receipt of NOA, the bidder must submit the final sample subject for TPB's approval prior to mass production. Full delivery on or before 22 August 2025 at the TPB Office (6th Floor Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City) 		
	<p>ADDITIONAL TECHNICAL /ELIGIBILITY REQUIREMENTS:</p> <ol style="list-style-type: none"> Please submit sample material of past works, designs, and swatches during the submission of bid quotation. Failure to submit/ present samples will not be considered and will be disqualified 		

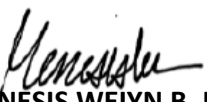
	LEGAL REQUIREMENTS: 1. Mayor's/ Business Permit 2. PhilGEPS Registration Number/ Certificate 3. Latest Income/Business Tax Return 4. Omnibus Sworn Statement ATTACHMENTS: 1. Statement of Compliance 2. Omnibus Sworn Statement sample 3. Technical Specifications NOTE: 1. All entries must be typewritten in your company letterhead. 2. Price validity shall be for a period of thirty (30) calendar days.		
Terms	Thirty (30) working days upon receipt of invoice/billing.		
ABC	The Approved Budget for the Contract (ABC) is inclusive of all applicable fees and taxes.		PhP634,400.00

Please submit your **sealed quotation (with sample), technical, and legal documents** duly signed by your authorized representative, not later than **07 July 2025, 05:00 PM**, to the address below:

Bids and Awards Committee (BAC) Secretariat
Procurement Management Division
Finance Department
Tourism Promotions Board Philippines

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.



GENESIS WEIYN B. LEE
Acting Head
Procurement Management Division

CONTACT PERSON: ADA CRUZ


STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

SUPPLY AND DELIVERY OF 2025 PHILIPPINE TRAVEL EXCHANGE (PHITEX) + MICECONnect CORPORATE BUSINESS ATTIRE

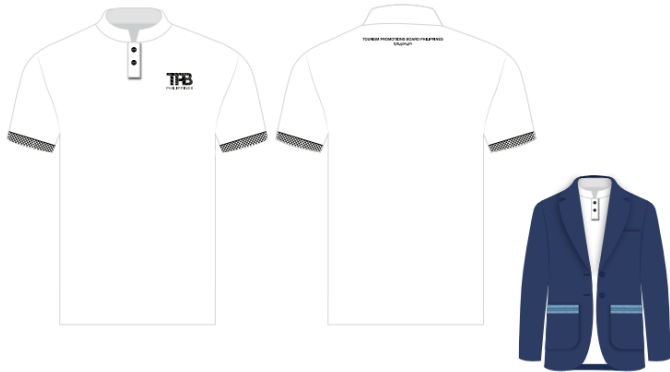
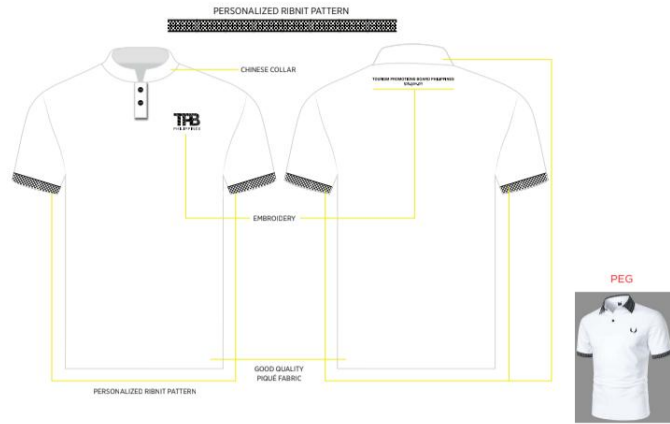

Bidders must state here either “**Comply**” or “**Not Comply**” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. **Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidder Bid and cross-referenced 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>SPECIFICATIONS/ SCOPE OF WORK/ SERVICES/ DELIVERABLES</p> <p>Lot 1: Polo Shirts</p> <ul style="list-style-type: none"> • Polo Shirt 1 <p>Type: Polo Shirt with TPB Logo and Ribnit pattern</p> <p>Fabric: Burgundy cotton (Please refer to the actual color/swatch provided by TPB)</p> <p>Sizes: Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL)</p> <p>Quantity: 104 pieces (TPB to provide the exact quantity per size)</p> <p>Design and Printing:</p> <p>Collared/Polo shirt</p> <ul style="list-style-type: none"> - 3 buttons - White embroidery of “TPB” logo – left front side - White embroidery of “Tourism Promotions Board and tpb.gov.ph – at the back <p>POLO SHIRT</p> 	

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

2	<ul style="list-style-type: none"> • Polo Shirt 2 <p>Type: Polo Shirt with TPB Logo and Ribnit pattern Fabric: Blue Gray cotton (Please refer to the actual color/swatch provided by TPB) Sizes: Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL) Quantity: 104 pieces (TPB to provide the exact quantity per size) Design and Printing: Collared/Polo shirt</p> <ul style="list-style-type: none"> - 3 buttons - White embroidery of “TPB” logo – left front side - White embroidery of “Tourism Promotions Board and tpb.gov.ph – at the back <p>POLO SHIRT</p> 	
3	<ul style="list-style-type: none"> • Polo Shirt 3 <p>Type: Polo Shirt with TPB Logo and Ribnit pattern Fabric: White cotton (Please refer to the actual color/swatch provided by TPB) Sizes: Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL) Quantity: 104 pieces (TPB to provide the exact quantity per size) Design and Printing: Collared/Polo shirt</p> <ul style="list-style-type: none"> - 3 buttons - Black /Gray embroidery of “TPB” logo – left front side - Black/ Gray embroidery of “Tourism Promotions Board and tpb.gov.ph – at the back 	

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

	<p>POLO SHIRT</p>  <p>POLO SHIRT</p> 	
4	<p>Lot 2: Blazer</p> <ul style="list-style-type: none">• Blazer <p>Type: Blazer with weave accent</p> <p>Fabric: Rayon Fabric. Please submit swatches of fabric</p> <p>Sizes: Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL)</p> <p>Quantity: 104 pieces</p> <p>Colors: Dark Blue</p> <p>Design and Printing:</p> <ul style="list-style-type: none">- Relaxed fit in Rayon fabric with lapels and a two-button fastening at the front.- Jetted front pockets and one inner pocket on left chest area. 	

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

5	OTHER REQUIREMENTS: 1. Upon receipt of NOA, the bidder must submit the final sample subject for TPB's approval prior to mass production. 2. Full delivery on or before 22 August 2025 at the TPB Office (6th Floor Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City)	
6	ADDITIONAL TECHNICAL /ELIGIBILITY REQUIREMENTS: A. Please submit sample material of past works, designs, and swatches during the submission of bid quotation. B. Failure to submit/present samples will not be considered and will be disqualified	
7	CONTRACT DURATION The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full delivery of the requirements	

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

SUPPLY AND DELIVERY OF 2025 PHILIPPINE TRAVEL EXCHANGE (PHITEX) + MICECONnect CORPORATE BUSINESS ATTIRE

I. BACKGROUND

PHITEX stands as the country's foremost government-organized travel trade event, with a legacy dating back to its establishment in 1996. The event attracts esteemed, qualified buyers from around the globe, affording them the opportunity to engage in meaningful table-top business appointments with distinguished Philippine sellers. Moreover, it enables participants to experience the allure of various Philippine tourism destinations through pre-and post-event tours, all with the overarching goal of bolstering tourist arrivals in our beloved nation.

Travel Exchange (TRAVEX), an exclusive business-to-business appointment meeting between Philippine sellers and foreign buyers, is now happening face-to-face and virtually, simultaneously. The TRAVEX shall provide an opportunity for Foreign Buyers and Philippine Sellers to experience innovative ways of developing new business connections and update global buyers with the latest Philippine tourism offerings.

MICECONnect is an innovative initiative stemming from the Philippine MICE Conference (MICECON), designed to foster meaningful connections and drive business opportunities within the Meetings, Incentive Travel, Conventions, and Exhibitions (MICE) industry.

Building on the success of MICECON's educational and networking framework, MICECONnect serves as a specialized platform that brings together Philippine MICE stakeholders and international buyers in a focused business-to-business (B2B) setting. This program bridges the gap between local service providers and global decision-makers, enabling the Philippines to showcase its world-class MICE destinations, venues, and services while forging long-term partnerships with international industry players.


II. OBJECTIVES

- To provide Corporate Business Attire to TPB Officials/Secretariats who will be involved in the implementation of 2025 PHITEX + MICECONnect.
- To project a professional look and represent TPB's corporate branding to its clients and stakeholders

III. SCOPE OF WORK AND DELIVERABLES


Lot 1: Polo Shirts

- **Polo Shirt 1**

Type	Polo Shirt with TPB Logo and Ribnit pattern
Fabric	Burgundy cotton (Please refer to the actual color/swatch provided by TPB)
Design and Printing	Collared/Polo shirt <ul style="list-style-type: none"> - 3 buttons - White embroidery of “TPB” logo – left front side - White embroidery of “Tourism Promotions Board and tpb.gov.ph – at the back
<p>POLO SHIRT</p> 	
Sizes	Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL)
Quantity	104 pcs (TPB to provide the exact quantity per size)
Unit Cost	PHP 1,150.00
Total Cost	PHP 119,600.00

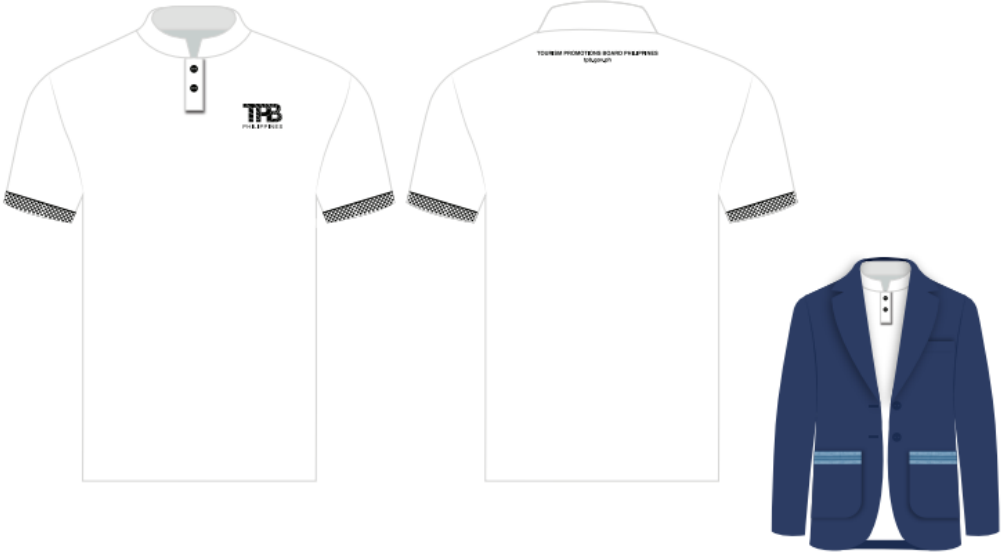
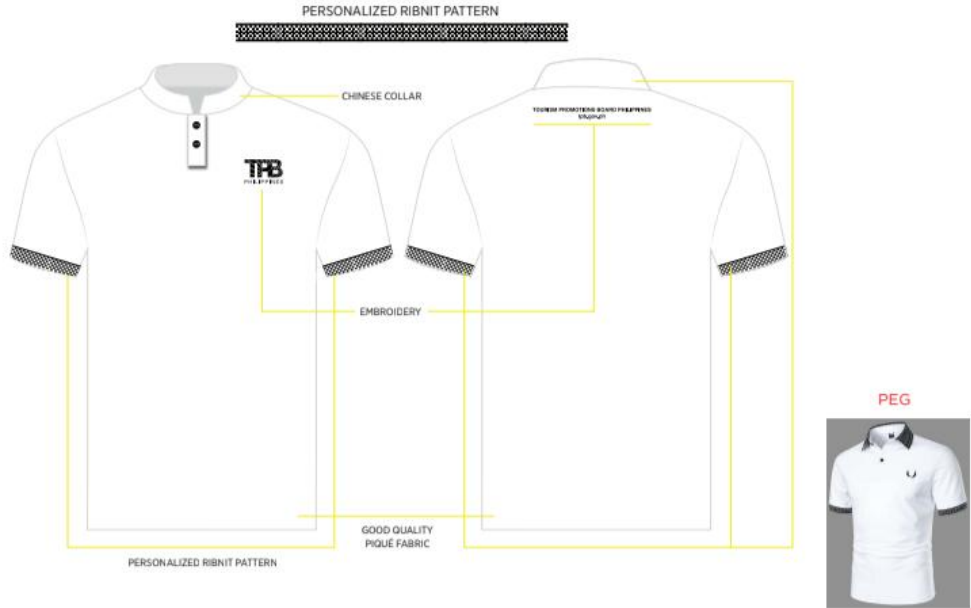
- **Polo Shirt 2**

Type	Polo Shirt with TPB Logo and Ribnit pattern
Fabric	Blue Gray cotton (Please refer to the actual color/swatch provided by TPB)
Design and Printing	Collared/Polo shirt <ul style="list-style-type: none"> - 3 buttons - White embroidery of “TPB” logo – left front side

	- White embroidery of "Tourism Promotions Board and tpb.gov.ph – at the back
<p>POLO SHIRT</p> 	
Sizes	Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL)
Quantity	104 pcs (TPB to provide the exact quantity per size)
Unit Cost	PHP 1,150.00
Total Cost	PHP 119,600.00


- **Polo Shirt 3**

Type	Polo Shirt with TPB Logo and Ribnit pattern
Fabric	White cotton (Please refer to the actual color/swatch provided by TPB)
Design and Printing	Collared/Polo shirt <ul style="list-style-type: none"> - 3 buttons - Black /Gray embroidery of "TPB" logo – left front side - Black/ Gray embroidery of "Tourism Promotions Board and tpb.gov.ph – at the back

<p>POLO SHIRT</p> 	
<p>POLO SHIRT</p> 	
Sizes	Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL)
Quantity	104 pcs (TPB to provide the exact quantity per size)
Unit Cost	PHP 1,150.00
Total Cost	PHP 119,600.00

Lot 2: Blazer

- **Blazer**

Type	Blazer with weave accent
Fabric	Rayon Fabric - Please submit swatches of fabric
Design and Printing	Relaxed fit in Rayon fabric with lapels and a two-button fastening at the front. Jetted front pockets and one inner pocket on left chest area. Colors: Dark Blue
	
Sizes	Assorted sizes (XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL)
Quantity	104 pcs
Unit Cost	PHP 2,650.00
Total Cost	PHP 275,600.00

OTHER REQUIREMENTS:

1. Upon receipt of NOA, the bidder must submit the final sample subject for TPB's approval prior to mass production.
2. Full delivery on or before 22 August 2025 at the TPB Office (6th Floor Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City)

IV. ADDITIONAL TECHNICAL REQUIREMENTS

1. Please submit sample material of past works, designs, and swatches during the submission of bid quotation.
2. Failure to submit/present samples will not be considered and will be disqualified

V. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is **SIX HUNDRED THIRTY-FOUR THOUSAND FOUR HUNDRED PESOS ONLY (Php634,400.00)** inclusive of all applicable taxes and fees.

VI. TERMS OF PAYMENT

Send a bill to the Tourism Promotions Board. Final payment will be thirty (30) working days 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
2. Copy of Official Receipt

Payment will be made through an LBP bank deposit. The winning bidder is encouraged to have a LandBank account. Otherwise, bank charges will be shouldered by the supplier.

VII. CONTRACT DURATION

The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full delivery of the requirements.

VIII. PROJECT OFFICERS CONTACT INFORMATION

For particulars, please contact:

Bernadette B. Kalingag
bernadette_kalingag@tpb.gov.ph

Annie Balboa
annie_balboa@tpb.gov.ph