

Date: October 2, 2023

GENTLEMEN:

**REQUEST FOR QUOTATION**

Kindly quote to us your latest price(s) on the following item(s):

QUANTITY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE									
ONE (1)	LOT	<b>LEASE OF VENUE WITH SUPPLIED MEALS AND ACCOMMODATIONS</b>										
		<b>Project Title:</b> The Dimensions of Health and Wellness for Senior and nearing Senior Citizens, and Differently-able Personnel of DOT NCR										
		<b>Implementation Date:</b> October 26-27, 2023										
		<b>I. SCOPE OF SERVICES / DELIVERABLES AND BUDGETARY REQUIREMENTS</b>										
		<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">PARTICULARS</th> <th style="text-align: center;">ESTIMATED UNIT PRICE</th> <th style="text-align: center;">ESTIMATED TOTAL AMOUNT</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><b>MEALS AND VENUE</b></td> <td></td> <td></td> </tr> <tr> <td> <b>Type of Meals</b> – Welcome Drinks, Lunch, PM Snacks and Dinner on the first day ,and Breakfast on the second day   <b>-Overnight accommodation based on TWIN SHARING</b>   <b>-Health and wellness services such as Hydro therapy massage, infinity pool, sauna, jacuzzi , and fish spa, foot and body massage</b>                      - provision of meals as indicated above with free coffee                      -wifi access to the participants                      -provision of <b>projector, white screen , and public address system</b> during DOT-NCR activity on <b>October 27, 2023 from 8:00 am – 12:00 nn</b>   <b>-free parking space for the DOT-NCR hired Bus transport</b>                      -function room must be spacious and can comfortably accommodate at least more than the number of participants attending                      -Technical staff from the resort must be on standby during the activity/program to trouble shoot in case of technical failure                 </td> <td style="text-align: center;">                     Php 6,500.00/net per pax inclusive of tax x 16 pax                 </td> <td style="text-align: center;">                     Php 104,000.00                 </td> </tr> </tbody> </table>	PARTICULARS	ESTIMATED UNIT PRICE	ESTIMATED TOTAL AMOUNT	<b>MEALS AND VENUE</b>			<b>Type of Meals</b> – Welcome Drinks, Lunch, PM Snacks and Dinner on the first day ,and Breakfast on the second day  <b>-Overnight accommodation based on TWIN SHARING</b>  <b>-Health and wellness services such as Hydro therapy massage, infinity pool, sauna, jacuzzi , and fish spa, foot and body massage</b> - provision of meals as indicated above with free coffee -wifi access to the participants -provision of <b>projector, white screen , and public address system</b> during DOT-NCR activity on <b>October 27, 2023 from 8:00 am – 12:00 nn</b>  <b>-free parking space for the DOT-NCR hired Bus transport</b> -function room must be spacious and can comfortably accommodate at least more than the number of participants attending -Technical staff from the resort must be on standby during the activity/program to trouble shoot in case of technical failure	Php 6,500.00/net per pax inclusive of tax x 16 pax	Php 104,000.00	
PARTICULARS	ESTIMATED UNIT PRICE	ESTIMATED TOTAL AMOUNT										
<b>MEALS AND VENUE</b>												
<b>Type of Meals</b> – Welcome Drinks, Lunch, PM Snacks and Dinner on the first day ,and Breakfast on the second day  <b>-Overnight accommodation based on TWIN SHARING</b>  <b>-Health and wellness services such as Hydro therapy massage, infinity pool, sauna, jacuzzi , and fish spa, foot and body massage</b> - provision of meals as indicated above with free coffee -wifi access to the participants -provision of <b>projector, white screen , and public address system</b> during DOT-NCR activity on <b>October 27, 2023 from 8:00 am – 12:00 nn</b>  <b>-free parking space for the DOT-NCR hired Bus transport</b> -function room must be spacious and can comfortably accommodate at least more than the number of participants attending -Technical staff from the resort must be on standby during the activity/program to trouble shoot in case of technical failure	Php 6,500.00/net per pax inclusive of tax x 16 pax	Php 104,000.00										
		<b><u>APPROVED BUDGET FOR THE CONTRACT (ABC):</u></b> <b>PESOS : ONE HUNDRED FOUR THOUSAND (PhP 104,000.00)</b> <i>*inclusive of all government taxes and other fees</i>										
		<b>REQUIREMENTS FOR SUPPLIER</b>										
		<ul style="list-style-type: none"> <li>- Resort/Venue must be located in Antipolo City, Rizal Province</li> <li>- Rates should include all applicable taxes</li> <li>- Willing to provide services on a send-bill arrangement (government procedure) and the use of standard "Department of Tourism contract</li> <li>- Payment shall be made upon completion of the project and delivery of all requirements as per agreement</li> </ul>										
		<b>DOCUMENTARY REQUIREMENTS TO BESUBMITTED:</b>										
		<ol style="list-style-type: none"> <li>1. Valid Mayor's/Business Permit</li> <li>2. PhilGEPS Registration</li> <li>3. Latest Business/Annual Income Tax Return</li> <li>4. Valid DOT Accreditation</li> </ol>										
		<b>Contact Person:</b> <b>MARIVILLE P. RAMOS</b> <a href="mailto:mpramos@tourism.gov.ph">mpramos@tourism.gov.ph</a> 0916-4340478 <b>COLLINS KARLA E. TELMO</b> <a href="mailto:cetelmo@tourism.gov.ph">cetelmo@tourism.gov.ph</a> 0955-903-0026										

	Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) original sets IN A SEALED ENVELOPE to this office address:  DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City	
	Note: Deadline of submission is on <b>October 6, 2023 at 8:00 am</b>	

This office desires to place an order for the above item(s) with the minimum delay. Your firm quotation will help us very much in placing the order.

Thank you.

\_\_\_\_\_

**PRINT NAME OF DEALER/SUPPLIER**

\_\_\_\_\_

**ADDRESS OF DEALER/SUPPLIER**

\_\_\_\_\_

**CONTACT NUMBER(s) & EMAIL ADDRESS**

**TIN:** \_\_\_\_\_

\_\_\_\_\_

**LANDBANK ACCOUNT NUMBER**

\_\_\_\_\_

**AUTHORIZED SIGNATURE OVER PRINT NAME**