



## REQUEST FOR QUOTATION (RFQ)

SBAC-ASEAN-RFQ NO. 2017-069



The Department of Tourism (DOT) - Special Bids and Awards Committee (SBAC) to handle the bidding requirements of the Philippines' hosting of the Association of South East Asian Nation (ASEAN) Meetings 2017, would like to invite you to submit a quotation in connection with the procurement of services of a travel & tour operator for the ***Hosted Tours for the Special ASEAN Senior Officials Labor Retreat on August 26, 2017 hosted by the Department of Labor & Employment (DOLE) & 22<sup>nd</sup> Meeting of the ASEAN-China Joint Working Group & Senior Officials' Meeting on August 29, 2017 hosted by the Department of Foreign Affairs (DFA).*** The Approved Budget for the Contract (ABC) is ***Three Hundred Thousand Philippine Pesos (PhP300,000.00).***

Please see attached Terms of Reference (***Annex A***) for the project.

**Kindly submit your quotation together with the documentary requirements listed below in a sealed envelope** addressed to the undersigned c/o Mr. Florencio S. Capati, Jr., DOT-SBAC Secretariat, 4th Floor, DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City, **on or before 1:00 p.m. of August 22, 2017. Late bids shall not be accepted.**

### **DOCUMENTARY REQUIREMENTS TO BE SUBMITTED:**


1. Mayor's/Business Permit

***(in case of recently expired Mayor's/Business Permit, please attach the recently expired Mayor's/Business Permit together with the official receipt for renewal)***

2. PhilGEPS Registration Number

3. Income/Business Tax Return

4. Omnibus Sworn Statement (***please see attached Annex B***)

  
ASEC. MARIA LOURDES F. JAPSON

DOT-SBAC Chairperson