



REQUEST FOR QUOTATION (RFQ)

SBAC-ASEAN-RFQ NO. 2017-078



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 Technical Tours for the 11th ASEAN Ministerial Meeting on Transnational Crime (11th AMMTC) & Related Meetings 2nd Special ASEAN Ministerial Meeting on the Rise of Radicalization & Violent Extremism (2nd SAMMRRVE) on September 19, 2017 in Manila**. The Approved Budget for the Contract (ABC) is **Eight Hundred Forty Thousand Philippine Pesos (PhP840,000.00)**.

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 12:00 p.m. of September 11, 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*)

5. DOT Accreditation Certificate

ASEC. MARIA LOURDES F. JAPSON

DOT-SBAC Chairperson