



REQUEST FOR QUOTATION (RFQ)

SBAC-ASEAN-RFQ NO. 2017-060



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 production house for the **32nd Meeting on the High-Level Task Force on ASEAN Economic Integration on August 1, 2017 at the Legazpi One, Makati Diamond Residences**. The Approved Budget for the Contract (ABC) is **Seven Hundred Fifty Thousand Philippine Pesos (PhP750,000.00)**.

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 July 25, 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