



**BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION**

The Technology Application and Promotion Institute (TAPI), through its Bids and Awards Committee, will undertake Procurement through **Appendix 28¹ of the IRR of RA 9184** for the project as follows:

Name of Project: **“Bus/Van rental in participation to the Consumer Electronic Show (CES) 2024”**

Total Approved Budget for the Contract (ABC): **Five Thousand Two Hundred US Dollar (USD 5,200.00)**

ITEM NO.	TOTAL ABC PER ITEM	QTY & UNIT	DESCRIPTION
1	USD 5,200.00	1 lot	Bus/Van rental in participation to the Consumer Electronic Show (CES) 2024 Details: Type of vehicle: Bus/Coach or Limousine Van that can accommodate 11 passengers with maximum of 24 luggages: 1. One-way trip -LA to Las Vegas (drop off to Las Vegas) Date: January 7, 2024 (Sunday), ETA: 10:00 am Pick-up point: LAX Airport Destination: Las Vegas – The D Hotel & Casino, Las Vegas, 301 East Fremont St. NV 89101 Group Size: 11 pax (Government) 2. One-way trip – Las Vegas to San Francisco (drop off to SFO) Date: January 13, 2024 (Saturday), ETA: 8:00 am Pick-up point: Las Vegas- The D Hotel & Casino, Las Vegas, 301 East Fremont St. NV 89101 Destination: Chancellor Union Square, Powell St., SFO Group Size: 11 pax (Government) Other inclusions: Taxes, Gas, Toll Fees and other applicable charges

DELIVERY PERIOD: _____

WARRANTY PERIOD: _____

Interested suppliers are required to submit the following valid and current eligibility documentary requirements (**Note: Failure to submit the following documents will result to DISQUALIFICATION**):

1. **Business Registration and/or Permit;**
2. **Background information of company;**
3. **Internal Revenue Certificate of Registration/Number; and**
4. **Duly signed Price Quotation Form (use Annex “A” ONLY).**

OFFICE: TAPI Bldg., DOST Compound, Gen. Santos Avenue, Bicutan, Taguig City
Website: <http://tapi.dost.gov.ph> / email: info@tapi.dost.gov.ph

¹ Guidelines for the Procurement of Goods and Services, Infrastructure Projects and Consulting Services to be Procured and Performed Overseas.

SUBMIT THE DULY SIGNED PRICE QUOTATION FORM (Annex A) AND SCANNED COPY OF ELIGIBILITY DOCUMENTS to the BAC Secretariat on or before **29 December 2023 – FRIDAY - 12:00 NOON (Philippine Time)** through electronic-mail at procurement@tapi.dost.gov.ph.

Bidders must bid to **ALL ITEMS**. Award of contract shall be made to the lowest quotation, **WHICH COMPLIES WITH THE MINIMUM TECHNICAL SPECIFICATIONS AND/OR DESCRIPTION AND WITHIN THE ABC PER ITEM** as stated above, and other terms and conditions stated therein.

Award of the contract shall be in favor of the supplier or contractor with the Single Calculated Responsive Bid (SCRB) or Lowest Calculated and responsive Bid (LCRB). The bidder must submit a copy of Secretary's Certificate², Special Power of Attorney³, or its equivalent, showing proof that the person who signs the Quotation/Proposal Form and the ensuing contract is the authorized signatory of the company.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s. The Technology Application and Promotion Institute (TAPI) reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may email us at procurement@tapi.dost.gov.ph.

Very truly yours,



ALDRITZ IGNACIO P. JURADO III
Vice Chairperson, BAC

² For corporation, cooperative, joint venture, or partnership

³ For sole proprietorship

Annex "A"

PRICE QUOTATION FORM

Date _____

The Bids and Awards Committee
Technology Application and Promotions Institute
TAPI Bldg. DOST Compound, Gen. Santos Avenue,
Bicutan, Taguig City

Sir/Madam:

After Having Carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items as follows:

Item No.	Qty & Unit	DESCRIPTION	Bid Offer per Unit	Total Bid Price per Item
1	1 lot	<p>Bus/Van rental in participation to the Consumer Electronic Show (CES) 2024</p> <p>Details:</p> <p>Type of vehicle: Bus/Coach or Limousine Van that can accommodate 11 passengers with maximum of 24 luggage's:</p> <p>1. One-way trip -LA to Las Vegas (drop off to Las Vegas) Date: January 7, 2024 (Sunday), ETA: 10:00 am Pick-up point: LAX Airport Destination: Las Vegas – The D Hotel & Casino, Las Vegas, 301 East Fremont St. NV 89101 Group Size: 11 pax (Government)</p> <p>2. One-way trip – Las Vegas to San Francisco (drop off to SFO) Date: January 13, 2024 (Saturday), ETA: 8:00 am Pick-up point: Las Vegas- The D Hotel & Casino, Las Vegas, 301 East Fremont St. NV 89101 Destination: Chancellor Union Square, Powell St., SFO Group Size: 11 pax (Government)</p> <p>Other inclusions: Taxes, Gas, Toll Fees and other applicable charges</p>		
			TOTAL BID OFFER	

Delivery Period: _____

Warranty Period: _____

Total amount in words: _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Signature over Printed Name of Representative

Name of Company

Company Address:

Email Add: _____ Contact No/s:

Business Permit No. _____

(Please submit the photocopies of the above documents upon submission of quotation)