



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

**REQUEST FOR QUOTATION**

The Tourism Infrastructure and Enterprise Zone Authority (TIEZA) through its Bids and Awards Committee shall undertake a Small Value Procurement for the **PROVISION OF LEARNING SERVICE PROVIDER FOR THE CONDUCT OF THE TRAINING PROGRAM – CONTRACT MANAGEMENT AS PER PR NO. 24-09-0497**, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

- Name of Project : **PROVISION OF LEARNING SERVICE PROVIDER FOR THE CONDUCT OF THE TRAINING PROGRAM – CONTRACT MANAGEMENT AS PER PR NO. 24-09-0497**
- Approved Budget for the Contract : Five Hundred Seventy Five Thousand Five Hundred Pesos Only (Php 575,500.00)
- Description : **PROVISION OF LEARNING SERVICE PROVIDER FOR THE CONDUCT OF THE TRAINING PROGRAM – CONTRACT MANAGEMENT**
- Target date of delivery: February 4-5, 2025  
No. of Pax.: 25  
Venue: TIEZA Main Office, Pasay City
- See attached Terms of Reference
- Delivery Location : Tower 1, Double Dragon Plaza, Pasay City
- Delivery Schedule : February 4-5, 2025

Interested suppliers are required to submit the following:

1. Valid and current **Mayor's Permit** (*proof of application in case expired*);
2. **Income/Business Tax Return**(*required for projects with ABC above Php500, 000.00*),
3. **PhilGEPS Registration Number**;
4. **Omnibus Sworn Statement** (*see attached format*) duly notarized with attached **Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable** authorizing the representative (*If a partnership, corporation, cooperative, or joint venture*)
5. **Price Quotation Form** (**BIDDERS ARE REQUIRED TO USE THE ATTACHED**) upon submission of proposal. The authorized representative as identified in the Omnibus Sworn Statement shall be the signatory in the proposal/price quotation form.

Additional Requirements:

1. Training Institution must satisfy at least one (1) of the following by submission of corresponding accreditation/certification/ recognition:
  - a) Accredited by the Civil Service Commission (CSC) as a Learning and Development Institution (ALDI).




- b) Recognized by the Commission on Higher Education (CHED) as a Center of Excellence (COE) or Center of Development (COD).
  - c) Holder of accreditation, awards, or recognition from international bodies that certify the institution's excellence in delivering training programs that meet international standards.
2. Engaged in consulting and training services for at least five (5) years with focus on/specialization in contract management for the public/ government sector, as demonstrated by certificates of satisfactory project completion for similar or related programs from at least five (5) clients.
  3. Designated resource person and facilitator should be a holder of at least a master's degree and with at least five (5) years of work experience in delivering programs of similar nature to private/public sector organizations.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above.

Any interlineations, erasures or overwriting shall be valid only if signed or initialed by the bidder or his/her duly authorized representative/s.

Sealed Quotation/s attached with the required supporting documents shall be submitted face-to-face to the BAC Secretariat, Tourism Infrastructure and Enterprise Zone Authority (TIEZA) 7<sup>th</sup> Floor, Tower 1, Double Dragon Meridian Tower, Diosdado Macapagal Ave. cor. EDSA Extension, Pasay City on or before **9 December 2024 at 1:00 PM.**

For inquiries, you may contact **BAC Secretariat at 8249-5986 Local 713/714** from Mondays to Thursdays at 8:00 am to 7:00 pm.



**ATTY. NIÑO/RUPERTO F. AQUINO**  
*Chairperson*  
Bids and Awards Committee