

**SEALED BID**

**Invitation to Bid Number: 2018-1**

**Bid Opening Place, Date & Time:** Bayanihan Arts and Events Center, 14301 Nine Eagles Drive, Tampa, FL 33626, Tuesday, February 5, 2019, at 10:30AM

**Scope of Work:**

1. At least a week before the event, provide the Philippine Cultural Foundation Inc. (PCFI) with a beginning inventory of the tents and paraphernalia, tables and chairs found in the storage, then set up, install, or properly or tightly tether, about SIXTY (60) tents or shelters on certain designated locations on the Philippine Village or PhilFest grounds (the "premises") for the purpose of using them as food or merchandise booths, food coupon sales booths, eating or resting shade booths, etc., **for PHILFEST 2019**, and to maintain the same in good order throughout the duration of the event.

2. At least a week before the event, distribute to and set up in each tent or shelter the assigned number of tables or chairs.

3. Immediately after the conclusion of the event, but not beyond a week after the event, take down the tents or shelters, fold them, and return them to their proper places in storage, together with the tables and chairs, and provide the PCFI with an ending inventory of the number and condition of the items returned to storage, with an explanation of any difference, if any, between the beginning and ending inventories. Chairs will be organized for pickup by rental company.

**Bidder's commitments:**

In consideration of the chance to be awarded the lowest, responsible bid by the PCFI, the undersigned bidder agrees to the following:

a. Provide labor only (the tents, paraphernalia, tables and chairs being provided by the PCFI) to perform or complete the above scope of work in a timely, satisfactory, and workman-like manner in the total amount of \_\_\_\_\_ (\$\_\_\_\_\_), excluding sales tax. This bid price shall be valid for 30 days following the bid opening to allow sufficient time to tabulate and evaluate bid responses.

b. Submit personally this bid in a sealed envelope to Joe Baruta or Marly Balderama to be opened in public by the PCFI only at the bid opening place, date and time in the presence of the bidders and any interested members of the PCFI board or

the general public.

c. If awarded the bid, not to assign the contract in whole or in part or any payment arising therefrom nor to delegate any duties under the contract to a subcontractor.

d. If the items furnished hereunder are to be installed, such items shall function properly when installed.

e. All work or items furnished shall be subject to inspection and acceptance by the PCFI

f. Indemnify and hold harmless the PCFI, its officers, directors, employees, or agents against any claim or liability arising from or based upon the bidder's violation of any law, ordinance, or regulation.

**PCFI's commitments:**

a. PCFI will provide access and guidance when same are requested by bidder through mutual coordination.

**Dated:**

**Name of Organization or Company:**

**By:**

**Position or Title:**

**Name & Signature of Individual (if bidder is an individual):**

**Address:**

**Telephone Number:**

**E-mail address:**

**Name & Signature of PCFI official sending out this Invitation to Bid and date sent out:**

  
FRANCISCO B. BUTRON, JR.

8/30/18