

**18 July 2014**

**Reference : TPB-PR-355/2014**

**REQUEST FOR QUOTATION**

The **Tourism Promotions Board** invites all interested duly registered suppliers from Phil-GEPS to submit quotations for the item/s listed below;

Reference	:	PR No.7.048
Item	:	<b>Purchase of LEATHERETTE TPB TABLE MAT, TPB &amp; IMFITP</b> <b>Item A: TPB LOGO</b> <b>Item B: IMFITP LOGO</b>
Specifications		<p><b>Size</b> : 10.5" (w) x 15" (h) : 1.5" top overlap &amp; 1" bottom overlap</p> <p><b>Material</b> : item a.) Class A pure Leather Plain : item b.) Class A Leatherette Plain (1mm-special gordon) : Color of item (a)&amp;(b) to be finalized upon submission of swatches</p> <p><b>Print Process:</b> top overlap- a.) TPB, b.) IMFITP logo, dry-embossed or debossed , bottom overlap-website, dry-embossed or debossed</p> <p><b>Others</b> : Design Layout to be supplied by TPB : Please submit actual sample of material for a&amp;b : With hardboard for padding : With sewn or pasting</p>
Quantity	:	A.) TPB Logo – 30 pcs = P1,500/pc. B.) IMFITP Logo – 50 pcs. = P500.00/pc.
Delivery date	:	25 calendar days upon approval of actual sample
Total ABC	:	<b>Php 70,000.00 (VAT inclusive)</b>

The last day of submission of **quotation** is not later than 5:00 p.m. on **August 01, 2014** personally, subject to the Terms and Condition attached herewith, stating the shortest time of delivery, duly signed by your representative to the General Services Division, Administrative Department, 4<sup>th</sup> Floor, Legaspi Towers 300, Roxas Blvd., Manila.

Please address your quotation to the undersigned.

**MA. EDITHA A. PAGDANGANAN**  
Chief, General Services Division

Contact Person : WILMA PANAY  
Contact No : 525-93-18 loc 208

New Suppliers must submit the following documents to be eligible to participate in the bidding.

**A. Legal Documents**

1. SEC/DTI Registration Certificate
2. Mayor's Permit/License (updated)
3. BIR Registration / TIN
4. Company Profile/references
5. PhilGEPs Certificate (updated)

Note: **All entries must be typewritten in your company letterhead.**

1. Price Validity shall be for a period of thirty (30) calendar days.
2. Bids exceeding the budget shall be disqualified.