

REQUEST FOR QUOTATION

21 October 2015

The **TOURISM PROMOTIONS BOARD** invites you to submit quotations for the item/s listed below;

Quotation No. TPB-PR.2015.10.611

Requirements : **Printing of Accomplishment Report**
Project Title : **Printing of TPB Accomplishment Report**
 for 2014

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
50cps.	<p>Printing of TPB Accomplishment Report for 2014</p> <p>Specification: Size : Folded : 8.25" x 11.75" Spread : 16.5" x 11.75" Color Requirement : Cover : Full color with matt lamination + spot UV x 0 Pages : Full color both sides Material Preference : Cover : C2S 220 lbs. Pages : Matte 80 lbs. No. of Pages : 248 inside pages plus 4 pages cover Binding : Smythe-sewn with perfect binding Printing Process : Offset or digital, 2 side printing Other Requirements : Layout to be supplied By TPB-Marcom : With scoring on cover : Proofreading c/o CPBD</p> <p>Proof for TPB-MARCOM approval prior to final printing</p>	Php 3,200.00	Php 160,000.00
Terms	30 days upon receipt of invoice		
Delivery	10 days upon approval of layout / proofreading		
ABC	Php 160,000.00 inclusive of all applicable taxes		

Please submit your sealed quotation **and legal documents** not later than 29 October 2015, 10:00 a.m., subject to the Terms and Conditions attached herewith, stating the shortest time of delivery, duly signed by your representative to the Procurement and General Services Division, Administrative Department, 4th Floor, Legaspi Towers 300, Roxas Blvd., Manila.

Please address your quotation to the undersigned.

Thank you very much.

NILO C. ABON

Officer – In – Charge

Procurement and General Services Division

Contact Person	ROSELLE D. ROMERO
Contact No	525-93-18 loc 214 / 207 / 525-64-43

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

Price Validity shall be for a period of thirty (30) calendar days.

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

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