

14 March 2016

REQUEST FOR QUOTATION

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

Quotation No. TPB-PR.2016.03.136

Requirements : Women’s Month Button Pins and Ballpens

Project Title : TPBs Support to 2016 Women’s Month

| Quantity | Particulars | Estimated Unit Price | Estimated Total Amount |
|-----------------|---|-----------------------------|-------------------------------|
| 4000pcs. | Printing & Production of Women’s Month Celebration 2016 Button Pins SPECIFICATIONS: Material : Tin Plated Steel with Sealed Design Color : Full color printing Sizes : 2.25” diameter Other Requirements : Layout to be supplied by TPB Please submit sample for TPB’s approval | Php 12.50 | Php 50,000.00 |
| 1000pcs. | Printing & Production of Women’s Month Celebration 2016 Stylus Ballpen SPECIFICATIONS: Material : Stylus ballpen silver color Color : 1 color printing – Hexa color (7030ac) Sizes : 1.30cm dia. X 14.00 cm long Other Requirements : Layout to be supplied by TPB Please submit sample for TPB’s approval | Php 35.00 | Php 35,000.00 |
| Terms | 30 days upon receipt of invoice | | |
| Delivery | March 29, 2016 | | |
| ABC | Php 85,000.00 inclusive of all applicable taxes | | |

Please submit your quotation and legal documents not later than 23 March 2016, 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.

(original signed)

NILO C. ABON

Officer – In – Charge

Procurement and General Services Division

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|----------------|-------------------------|
| Contact Person | ROSELLE D. ROMERO |
| Contact No | 525-93-18 loc 214 / 246 |

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