

18 March 2019

REQUEST FOR QUOTATION

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

Quotation No. TPB-PR 2019.03.210

Requirements : 2019 TPB Employees' Office Uniform

Quantity	Particulars			Estimated Unit Price (Php)	Estimated Total Amount(Php)
49 Sets	Lot 1: Female Office Uniform			6,000.00	294,000.00
	Qty.	Particulars	Fabric		
	1 pc	Modern Barong Dress – ¾ sleeves barong style with a touch of ethnic indigenous design (<i>embroidered on fabric</i>)	Preferred existing fabric that is wrinkle free and non-iron. Tropical fabric should be incorporated (<i>pursuant to R.A. 9242</i>)		
	3 pcs	Blouse – Corporate / Classic Style 1 long sleeves blouse 2 short sleeves blouses	Preferred existing fabric (cotton or silk linen)		
	3 pcs	Slacks (with pockets, and side zipper) or Skirt (pencil cut, with front pocket and side zipper)	Textured fabric or linen		
	1 pc	Blazer (with pockets and secret pocket for ID)	Textured fabric or linen		

26 Sets	Lot 2: Male Office Uniform	6,000.00	156,000.00																		
<table><tr><th>Qty.</th><th>Particulars</th><th>Fabric</th></tr><tr><td>1 pc</td><td>Polo Barong – long sleeves barong style with a touch of ethnic indigenous design (embroidered on fabric)</td><td>Wrinkle free and non-iron fabric. Tropical fabric should be incorporated (pursuant to R.A. 9242)</td></tr><tr><td>1 pc</td><td>Modern Fit Polo – ¾ sleeves modern fit; polo collar with buttoned placket</td><td>Wrinkle free and non-iron fabric</td></tr><tr><td>2 pcs</td><td>Modern Office Barong – short sleeves; polo jack design and modern fit</td><td>Wrinkle free and non-iron fabric</td></tr><tr><td>4 pcs</td><td>Slacks (with belt loops, pockets)</td><td>Textured fabric or linen</td></tr><tr><td>1 pc</td><td>Blazer (with pockets and secret pocket for ID)</td><td>Textured fabric or linen</td></tr></table>				Qty.	Particulars	Fabric	1 pc	Polo Barong – long sleeves barong style with a touch of ethnic indigenous design (embroidered on fabric)	Wrinkle free and non-iron fabric. Tropical fabric should be incorporated (pursuant to R.A. 9242)	1 pc	Modern Fit Polo – ¾ sleeves modern fit; polo collar with buttoned placket	Wrinkle free and non-iron fabric	2 pcs	Modern Office Barong – short sleeves; polo jack design and modern fit	Wrinkle free and non-iron fabric	4 pcs	Slacks (with belt loops, pockets)	Textured fabric or linen	1 pc	Blazer (with pockets and secret pocket for ID)	Textured fabric or linen
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4 pcs	Slacks (with belt loops, pockets)	Textured fabric or linen																			
1 pc	Blazer (with pockets and secret pocket for ID)	Textured fabric or linen																			
<p>Bidders should submit the following:</p> <ol style="list-style-type: none">1. Sample sets of the above requirements2. Swatches for proposed color combinations and thread color for embroidery3. Suggested embroidery patterns <p>Selection is based on Quality-Cost Based Evaluation:</p> <table><tr><th>Criteria</th><th>Weight</th></tr><tr><td>1. Quality</td><td></td></tr><tr><td> a. Work (25%) based on sample sets</td><td>50%</td></tr><tr><td> b. Fabric (25%)</td><td></td></tr><tr><td>2. Cost</td><td>50%</td></tr><tr><td>TOTAL</td><td>100%</td></tr></table> <p>Passing Rate: 85%</p>				Criteria	Weight	1. Quality		a. Work (25%) based on sample sets	50%	b. Fabric (25%)		2. Cost	50%	TOTAL	100%						
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	<p>The quality of submitted samples shall be evaluated on the following;</p> <ol style="list-style-type: none"> 1. Work: includes workmanship, design and durability 2. Fabric: includes comfort, fit and appeal <p>Production/Full Delivery - 60 days upon acceptance of Notice to Proceed</p> <p><i>Note: Bidder may submit proposal for one lot or both lots. Proposal for each lot shall be submitted in a separate envelope together with its required legal documents.</i></p> <p><i>Please see attached Terms of Reference and proposed samples for guidance</i></p>		
Terms	30 days upon receipt of invoice		
Delivery	As stated		
ABC	PhP450,000.00 inclusive of service charge and all applicable taxes		

Please submit your **quotation and legal documents in a sealed envelope** not later than **22 March 2019, 5:00PM**, subject to the Terms and Conditions stated herewith and 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, addressed to the undersigned.

Thank you very much.

(Sgd.)

NILO C. ABON

Officer- In- Charge

Procurement and General Services Division

Contact Person

JANET G. VILLAFRANCA

Contact No

5259318 loc. 246 / 5257312

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. PhilGEPS Registration Number
2. Mayor/Business Permit Certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement
5. Company Profile