

Request for Quotation

09 September 2019

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

Quotation No. TPB-PR.2019.10.891

PR 9.106 / September 24, 2019

Requirements : DOOR TO DOOR INTERNATIONAL AIR SHIPMENT SERVICES

Project: TOURISM EXPO JAPAN

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
LOT	<p>Door to Door International Air Shipment Services</p> <p>Consignee Name/Address: MS. MARIA LEONA D. NEPOMUCENO Tourism Attaché Philippine Department of Tourism 6F Itoh Bldg., 3-6-14 Minami Honmachi Chuo-ku Osaka, Japan, 541-0054 Work Phone: (81) (6) 6251 2400</p> <p>Shipper Name / Address: MARIA DOLORES R. APAREJADO Acting Head North Asia Division Tourism Promotions Board 4th Floor Legaspi Towers 300 Roxas Blvd., Manila Tel. No.: 632-8247-0813</p> <p>I. SCOPE OF WORK/DELIVERABLES: TPB requires the services of a shipment company that would be able to provide the following:</p> <ul style="list-style-type: none"> • Door to Door Air Freight Delivery Service • Duties and taxes, destination clearance, export declaration, enhanced liabilities, priority services, fuel 	Php150,000.00	Php150,000.00

surcharge, and other applicable charges to be shouldered of the supplier/company.

- Charge should be based on actual weight or dimension

Ensure that the goods will arrive to the shipping destination in good condition and short possible time.

PACKING LIST

Items: Promotional Materials and Giveaways

No. of Boxes: 8

Total Weight: 177 kgs.

Declare Total Value: US\$ 7,361.22

DETAILS OF DESCRIPTION:

Box Number	Item	Quantity	Price per Unit	Total Amount
01	Passport Organizer & Wallet with weave cloth	90 pcs	USD 14.79	USD 1,331.10
TOTAL				USD 1,331.10

Box Number	Item	Quantity	Price per Unit	Total Amount
02	Passport Organizer & Wallet with weave cloth	100 pcs	USD 14.79	USD 1,479.00
TOTAL				USD 1,479.00

Box Number	Item	Quantity	Price per Unit	Total Amount
03	Passport Organizer & Wallet with weave cloth	60 pcs	USD 14.79	USD 887.40
TOTAL				USD 887.40

Box Number	Item	Quantity	Price per Unit	Total Amount
04	Omnibus Primer	100 pcs	USD 0.12	USD 12.00
	Destination Map (Manila, Boracay, Iloilo, Palawan, Surigao & Siargao, Davao, Subic & Clark)	50 pcs	USD 0.49	USD 24.50
	Destination Map (Cebu & Bohol)	26 pcs	USD 0.49	USD 12.74
	Philippine Flaglets	60 pcs	USD 1.40	USD 84.00
	Destination Luggage Tag	60 pcs	USD 0.45	USD 27.00
	Currency	47 pcs	USD	USD

		Wallet		3.46	162.62		
		Screen Cleaner Cloth	18 pcs	USD 0.81	USD 14.58		
		Sabutan Fan	50 pcs	USD 2.88	USD 144.00		
		TOTAL			USD 481.44		
		Box Number	Item	Quantity	Price per Unit	Total Amount	
		05	Omnibus Primer	100 pcs	USD 0.12	USD 12.00	
			Currency Wallet	101 pcs	USD 3.46	USD 349.46	
			Destination Luggage Tag	177 pcs	USD 0.45	USD 79.65	
			Philippine Flaglets	40 pcs	USD 1.40	USD 56.00	
			Screen Cleaner Cloth	32 pcs	USD 0.81	USD 25.92	
			Sabutan Fan	150 pcs	USD 2.88	USD 432.00	
			Destination Map (Cebu & Bohol)	23 pcs	USD 0.49	USD 11.27	
			TOTAL			USD 966.30	

Box Number	Item	Quantity	Price per Unit	Total Amount
06	Passport Organizer & Wallet with weave cloth	50 pcs	USD 14.79	USD 739.50
	TOTAL			USD 739.50
Box Number	Item	Quantity	Price per Unit	Total Amount
07	Manila Cookies Story Jeepney Design	48 pcs	USD 15.38	USD 738.24
	TOTAL			USD 738.24
Box Number	Item	Quantity	Price per Unit	Total Amount
08	Manila Cookie Story Jeepney Design	48 pcs	USD 15.38	USD 738.24
	TOTAL			USD 738.24

	<p>Note: DO NOT SUBMIT your bid quotation with incomplete legal documents.</p> <p>Legal Documents:</p> <ol style="list-style-type: none"> 1. SEC/DTI Registration Certificate 2. 2019 Mayor's Permit/License 3. BIR Registration / TIN / Form 2303 4. Company Profile/Reference 5. PhilGEPs Certificate with Valid date 6. Notarized Omnibus Sworn Statement (Notarized with the same date of your bid quotation) 7. Notarized Authority of the Signatory (Notarized with same date of your bid quotation) <p>Secretary's Certificate if SEC or Special Power of Attorney if DTI</p> <p>INCOMPLETE ATTACHMENT OF LEGAL DOCUMENTS IS NOT ELIGIBLE TO PARTICIPATE IN THE BIDDING</p> <p>Address your quotation to Ms. Roselle D. Romero, Acting Head, Procurement and General Services Div. Please indicate in your quotation the shortest transit time.</p>		
Terms	30 days upon receipt of invoice		
ABC	Php150,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents not later than **14 October 2019, 10:00 A.M** thru email at soc_torres@tpb.gov.ph or thru fax no. 02 526-5971, 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.

ROSELLE D. ROMERO
Acting Head
Procurement and General Services Division

Contact Person **SOCRATES G. TORRES**

Contact No 525-93-18 loc. 266
soc_torres@tpb.gov.ph

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

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

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
6. Omnibus Sworn Statement
7. Notarized Authority of the Signatory
(Notarized with same date of your bid quotation)
Secretary's Certificate if SEC or
Special Power of Attorney if DTI