

18 March 2020

REQUEST FOR QUOTATION

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

Quotation No. TPB-PR 2020.03.119

PR No. 3.002

Requirements : **Electronic Typewriter**
Project : **For Finance Dept. use**

Quantity	Particulars		Estimated Total Amount(PhP)
	<p><u>Scope of Work/Deliverables:</u> Supply and Delivery of one (1) brand new unit Electronic Typewriter</p> <p><u>Specifications:</u> Type: Daisy Wheel Carriage: 9" Typing width Printing Pitch: 10 (Pica) 12 (Elite) Typing Speed: 12 character per second Power Source: AC Paper Stand Keyboard cover Handle for easy carrying</p> <p>Note: Unit must be demonstrated prior to issuance of Purchase Order</p>		40,000.00
Terms	30 days upon receipt of invoice		
Delivery	15 days upon receipt of Notice to Proceed		
ABC	PhP40,000.00 inclusive of all applicable taxes		

Please submit your **quotation and legal documents** duly signed by your representative to email address *nilo_abon@tpb.gov.ph* not later **25 March 2020, 5:00PM**, subject to the Terms and Conditions stated herewith and the shortest time of delivery.
Thank you very much.

(Sgd.)
ELOISA A. ROMERO
Head, Procurement and General Services Division

Contact Person

NILO C. ABON

Contact No

85259318 loc. 270 / 5257312

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. PhilGEPS Registration Certificate
2. Mayor/Business Permit
3. BIR Certificate of Registration
4. Omnibus Sworn Statement
5. Company Profile