Request for Quotation

November 5, 2020

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

Quotation No. TPB-PR.2020.11.361
PR No. 10.039 / 27-Oct-2020

Requirements : PROCUREMENT OF BUNDY CLOCK AND FILE STORAGE BOX

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
Pcs			
1	**BUNDY CLOCK AND FILE STORAGE BOX** Bundy Clock's specifications: 2-color printing accurately identifies tardiness and undertime • Power failure backup battery • Supports 12hr or 24hr time format • Automatic card feed and release • Automatic column shifting • Time programmable alarm with musical melody • For a maximum of 200 employees • Dimensions: H213 x W187 x D128 mm Qty: 1	P9,000.00	P9 ,000.00
20	File Storage Box's specifications: • Size: 12 (h) x 16 (w). Qty: 20 *nothing follows*	P200.00	P4,000.00 Total: P13,000.00

TOURISM PROMOTIONS BOARD PHILIPPINES
4th Floor, Legaspi Towers 300, Roxas Boulevard corner P. Ocampo, Sr. St., Malate, Manila 1004 Philippines
Tel: +63 2 8525.9318 to 27 • Fax: +63 2 8521.6165 / 8525.3314 • Email: info@tpb.gov.ph • Website: www.tpb.gov.ph

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Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is Php13,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents on or before **11 NOVEMBER 2020** thru email at christian_serrano@tpb.gov.ph or thru fax no. 02 8526-5971, 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.

(Sgd)
ELOISA A. ROMERO
Administrative Officer V
Procurement and General Services Division

Contact Person   **CHRISTIAN S. SERRANO**

Contact No   8525-73-12 loc. 270
                            christian_serrano@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. Mayor's Permit/License
2. BIR Registration / TIN
3. PhilGEPs Certificate