

## Request for Quotation

December 9, 2020

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

**Quotation No. TPB-PR.2020.12.434**

PR 12.018 PGSD

**Requirements: A4 PRINTER TONER CARTRIDGES**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
Cartridge	A4 Printer Toner Cartridges (HP Color Laserjet HP 416A)		
	1. HP 416A – W2040A – Black 50cart.	Php6,000.00	Php300,000.00
	2. HP 416A – W2041A – Cyan 30cart.	Php7,500.00	Php225,000.00
	3. HP 416A – W2042A – Yellow 30cart.	Php7,500.00	Php225,000.00
	4. HP 416A – W2043A – Magenta 30cart.	Php7,500.00	Php225,000.00
	Nothing follows		
Terms	30 days upon receipt of invoice		
ABC	The approved budget for the contract (ABC) is <b>Php975,000.00</b> inclusive of all applicable taxes		Php975,000.00

Please submit your quotation and legal documents not later than **December 11, 2020, 12:00 Noon** thru email at [bac\\_sec@mis.tpb.gov.ph](mailto:bac_sec@mis.tpb.gov.ph), subject to the Terms and Conditions attached herewith, duly signed by your representative and stating the shortest time of delivery 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.



**ELOISA A. ROMERO**

Head, Procurement and General Services Division

**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 | 5. PhilGEPs Certificate              |
| 2. Valid Mayor's Permit/License     | 6. Notarized Omnibus Sworn Statement |
| 3. BIR Registration / TIN           | 7. Latest Income Tax Return          |
| 4. Company Profile                  |                                      |