

Request for Quotation

December 11, 2021

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

Quotation No. TPB-PR.2021.01.022

PR No. 1.030 / PHRDD

Requirements : Production of TPB Gratitude Journal

Project Title : TPB Gratitude Journal

Quantity	Particulars	Estimated Unit Price (Php)	Estimated Total Amount (Php)
LOT	<p>Specifications:</p> <p>Quantity: 200 cps</p> <p>Size 5.5" x 8.25" – folded 11" x 8.25" - spread</p> <p>Color Requirement Cover Inside Silver stamping and Embossing Full color printing both sides</p> <p>Material Preference Cover Inside Opal on Foldcote Cal. 15, with garter Master Wove 120 gsm, Ivory</p> <p>Printing Process : Offset or digital printing</p> <p>No. of pages 100 pages + cover</p> <p>Binding Smythe-sewn with perfect binding (180 degrees spread when open)</p>	200,000.00	200,000.00

	Other Requirements Layout to be supplied by TPB Please submit actual sample of paper to be used. Date: of Delivery February 22, 2021 Unit Cost P1,000.00/cp		
Terms	30 days upon receipt of invoice		
ABC	Php 200,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents not later than **January 15, 2021, 12:00 Noon** thru email at soc_torres@tpb.gov.ph, subject to the Terms and Conditions attached herewith, 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

Head, Procurement and General Services Division

Contact Person

SOCRATES G. TORRES

Contact No

8525-93-18 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. Updated Mayor's Permit/License
3. BIR Registration / TIN
4. Company Profile/Reference
5. PhilGEPS Certificate
6. Notarized Omnibus Sworn Statement
7. Income Tax Returned

