

Request for Quotation

19 February 2021





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

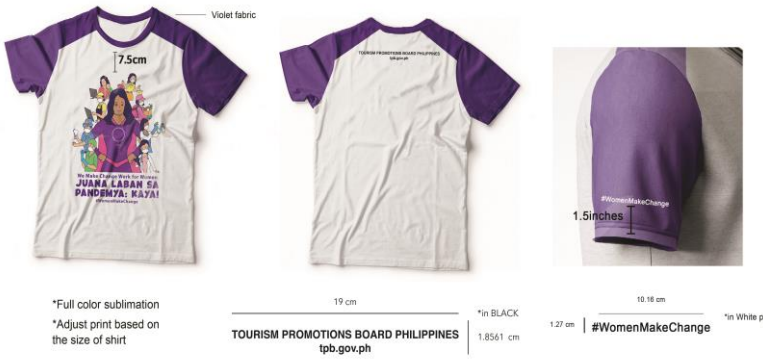

Quotation No. **TPB-RFQ 2021-02-065**

PR No. 2.028

Project Title: 2021 Women`s Month Celebration

Requirements: Printing and Production of Corporate Giveaways


| Unit | Particulars | Unit Cost | Total Cost |
|-------|--|-----------|--------------|
| Lot 1 | <p align="center">Printing and Production of Corporate Giveaways – 2021 Women`s Month Celebration</p> <p><u>Technical Specifications:</u></p> <p>Ball Cap with Face Shield</p> <ul style="list-style-type: none"> Quantity: 340 sets Size: Golf Cap Size Color Requirement: <ul style="list-style-type: none"> Faceshield – Full Color Ball Cap Backside – White Print Material Preference: <ul style="list-style-type: none"> Faceshield – Plastic Faceshield w/ Transparent WMC logo Ball Cap – Brass Twill Black Color Printing Process: <ul style="list-style-type: none"> WMC Logo – Transparent Full Color Printing Ball Cap backside – Silkscreen (TPB logo white color) Artwork/Layout and Sample: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>1.62 inches</p>  <p>2 inches</p> </div> <div style="text-align: center;"> <p>Back</p>  <p>* TPB Logo (white)</p> <p>2.54cm</p>  <p>1.27cm</p> </div> </div> | PhP200.00 | PhP68,000.00 |

| | | | |
|---------------------|--|-------------------------|----------------------------|
| <p>Lot 2</p> | <p><u>Technical Specifications:</u></p> <p>Printing and Production of 2021 WMC T - Shirt</p> <ul style="list-style-type: none"> Quantity: 180 pieces Size: XXL, XL, L, M, S, XS Color Requirement: Full Color Printing Material Preference: Dri – Fit Dual Color Fabric (White & Violet) Printing Process: Sublimation Full Color Printing Artwork/Layout and Sample:  | <p>PhP450.00</p> | <p>PhP81,000.00</p> |
| <p>Lot 3</p> | <p><u>Technical Specifications:</u></p> <p>Printing and Production of 2021 WMC Alcohol Spray Bottle w/ Printing</p> <ul style="list-style-type: none"> Quantity: 180 pieces Size: <ul style="list-style-type: none"> 13.2 cm (height – top to bottom) 9.2 cm (height of bottle) Print Area – 4.2cm (w) x 5.5cm (h) TPB Logo Print Size: 3.09cm (w) x 1.96 cm (h) Color Requirement: Full Color Printing Material Preference: Plastic Bottle Printing Process: Transparent Sticker Printing (Sikscreen) Artwork/Layout and Sample:  | <p>PhP120.00</p> | <p>PhP21,600.00</p> |

| | | | |
|----------|---|--|--|
| | <ul style="list-style-type: none"> Other Requirements: Design/layout to be supplied by TPB Please submit an actual sample of each LOT requirement, subject for approval, prior to mass production. <p>Special Instruction:</p> <ul style="list-style-type: none"> ✓ Interested bidder/s may participate per LOT or all LOTS provided that the financial proposal do not exceed the provided Approved Budget for the Contract (ABC). ✓ Quotation/s shall be submitted together with an actual sample as part of the requirements per lot. ✓ Failed to submit sample/s shall not be included in the evaluation of the bid proposal/s received. <p style="text-align: center;">*** Nothing Follows ***</p> | | |
| Terms | 30 days upon receipt of invoice. | | |
| Delivery | Upon receipt of the approved NTP and notice for mass production. | | |
| ABC | Ph170,600.00 inclusive of all applicable taxes | | |

The last day for submission of **quotation** is not later than 12:00 noon on **1 March 2021, thru e-mail at farhan_ambiong@tpb.gov.ph** for the advance copy of the bid documents and the original copy to the address provided below, 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
 Administrative Officer V
 Procurement and General Services Division

Contact Person **FARHAN M. AMBIONG**
 Contact No 8 525-9318local 268

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. *Business or Mayor`s Permit/Certification (as of 2021)*
2. *Tax Clearance/Annual Income Tax Return (latest)*
3. *Company Profile (latest and updated)*
4. *PhilGEPS Certificate/Membership (latest)*
5. *Company Profile*
6. *Notarized Omnibus Sworn Statement (provided below)*

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary’s Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)]*;

3. *[Name of Bidder]* is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued], [place issued]*

IBP No. _____ *[date issued], [place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____