

## Request for Quotation

May 17, 2021

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

Quotation No. TPB-PR.2021.05.180

PR No. 4.002 / Domestic Dept.

Requirements : SUPPLIES AND MATERIALS FOR TOURISM MARKETING EDUCATIONAL SEMINAR 2021

Project Title : CONDUCT FOR TOURISM MARKETING EDUCATIONAL SEMINAR 2021


Quantity	Particulars	Estimated Unit Price (Php)	Estimated Total Amount (Php)
1 lot	1) Customized legal size pocket folder Size: Folded size: 14.5in x 9in (HxW) Spread size: 14.5in x 18in (HxW) Single pocket size (inside/right side only): 4.5in x 8.2478in (HxW) Paper: Foldcote cal 20 or c2s 220 Thickness: 14pt Full color with offset printing & matt lamination (if possible, with spot lamination on text) With logo and custom artwork Quantity: 625 pcs Unit Cost: Php 150.00 Total Amount: Php 93,750.00		200,000.00


	<p>2) Customized Mailer Envelope:</p> <p>Material: Kraft board paper; min 170 gsm  Finish: with lamination  Size: 10.5in x 15in (HxL) / Expandable to max. 2inches  Full color with offset printing &amp; lamination  With logo, return address and custom artwork  With logo and custom artwork  Seal: Adhesive sticker on envelope flap  Quantity: 625 pcs  Unit Cost: Php 170.00  Total Amount: Php 106,250.00</p> <p>Note: <b>Please submit actual sample paper</b>  *Inclusive of cutting, folding, printing and assembly  *Inclusive of all applicable taxes</p>		
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 **May 31, 2021, 12:00 Noon** thru email at [soc\\_torres@tpb.gov.ph](mailto: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.

  
**ROSELLE D. ROMERO** 20 May 2021  
OIC, 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 (Revised Issue)