

15 January 2021

**REQUEST FOR QUOTATION**

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

**RFQ No.** TPB-RFQ 2021.01.029  
**PR No. 1.039**

**Requirements:** **Supply and Delivery of HP Laser Jet Toner Cartridge**

Quantity	Item/Description	Estimated Unit Price	Total Cost (PhP)
5 cart	HP 658A Black Original Laser Jet Toner Cartridge W2000A	Php10,000.00	Php50,000.00
5 cart	HP 658A Cyan Original Laser Jet Toner Cartridge W2001A	13,000.00	65,000.00
5 cart	HP 658A Magenta Original Laser Jet Toner Cartridge W2002A	13,000.00	65,000.00
5 cart	HP 658A Yellow Original Laser Jet Toner Cartridge W2003A	13,000.00	65,000.00
Terms	30 days from receipt of Invoice		
Delivery	7 days from receipt of NTP		
ABC	The approved budget for the contract (ABC) inclusive of applicable taxes		<b>Php245,000.00</b>

Please submit your **quotation and legal** documents duly signed by your authorized representative to email address [bhong\\_ducusin@tpb.gov.ph](mailto:bhong_ducusin@tpb.gov.ph) not later than **20 January 2021 at 5:00 PM**, subject to the Terms and Conditions stated herein and the shortest time of delivery.

Thank you very much.



**ELOISA A. ROMERO**

Head, Procurement and General Services Division

Contact person: Jose T. Ducusin, Jr  
Contact number: 02 8525 -7312 / 8525 – 9318 to 27

**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:

- a. PhilGEPS Certificate
- b. Mayor's Business Permit
- c. SEC/DTI Registration Certificate
- d. BIR Registration /TIN
- e. Company profile
- f. Certificate of Authorized HP Reseller