

## Request for Quotation

September 9, 2021

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

Quotation No. TPB-PR.2021.09.343

PR No. 9.017 Domestic Dept

Requirements : COURIER OF COLLATERALS AND GIVEAWAYS

Project Title : PHILIPPINE MOTORCYCLE TOURISM

Quantity	Particulars	Estimated Unit Price (Php)	Estimated Total Amount (Php)
LOT	<p>Door to Door Air Courier Services</p> <p><b>Items:</b> 6 Boxes 100 pcs. Vest 100 pcs. T-Shirt Weight of box: 23 kgs Dimension: 51 cm x 51 cm x 51 cm Volumetric Weight: 38 kgs.</p> <p>Consignees Destinations:</p> <ul style="list-style-type: none"> <li>• Ponteverda, Negros Occidental</li> <li>• La Union</li> <li>• Lumban, Laguna</li> <li>• Bulacan</li> <li>• San Pablo City</li> <li>• Butuan City</li> </ul>	50,000.00	50,000.00

	<b>TECHNICAL SPECIFICATIONS</b>	<b>Statement of Compliance</b> Bidders must state here either "Comply" or "Not Comply"		
	Items will be pick up at TPB office for Complete Packaging and labelling			
	All necessary labels and materials should be provided by the winning service provider			
	Door to Door Air Freight Delivery Service			
	Supplier will pay the amount to TPB in case of lost or damages.			
	Submit delivery timelines during submission of bid.			
	The winning service provider will assign a contact person to monitored the delivery of item			
	Supplier to submit to TPB a consolidated copy of the proof of delivery of the recipient immediately after the delivery of item			
	Ensure that the item are properly package and delivered in good conditions when arrived to consignee in the shortest possible time			
	Provide cost quotation per box/weight and per destinations			
	TPB will only charge on actual delivered item base on actual weight or dimension and should not be over the Contract Amount.			
	Duties and taxes, destination clearance, export declaration, enhanced liabilities, priority services, fuel surcharge, and other applicable charges to be shouldered of the supplier/company.			
	I hereby certify to comply and deliver all of the above requirements.			
	_____	_____	_____	
	Name of Company	Signature over Printed Name of the authorized representative	Date	
Terms	30 days upon receipt of invoice			
ABC	Php <b>50,000.00</b> inclusive of all applicable taxes			

Please submit your quotation and legal documents not later than **September 15, 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.



**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. Omnibus Sworn Statement