

Request for Quotation

September 30, 2021

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

Quotation No. TPB-PR.2021.09.363

PR No. 7.016 Domestic Promotion Dept

Requirements : PACKAGING, STORAGE, AND COURIER OF COLLATERALS AND GIVEAWAYS

Project Title : PHILIPPINE MOTORCYCLE TOURISM

Quantity	Particulars	Estimated Unit Price (Php)	Estimated Total Amount (Php)
LOT	<p>Packaging, Storage and door to door delivery of Corporate Collateral and Giveaways</p> <p>Items: Dri Fit Short and Long Sleeves Round Neck Shirt, Reflective Vest, Motorcycle Tourism Stickers, Motorcycle Tourism Patches. Weight of box: 23 kgs Dimension: 51 cm x 51 cm x 51 cm Volumetric Weight: 38 kgs Total Boxes per consignee: 5 Total Weight: 115 kgs Total Volumetric Weight: 190 kgs</p> <p>1 Consignee per Destinations:</p> <ul style="list-style-type: none"> NCR, Baguio, La Union, Cagayan, Pampanga, Laguna, Makati, Legazpi City, Iloilo City, Cebu City, Tacloban City, Zamboanga City, Cagayan de Oro City, Davao City, Koronadal City, Butuan City 	275,000.00	275,000.00

	TECHNICAL SPECIFICATIONS	Statement of Compliance Bidders must state here either "Comply" or "Not Comply"		
	Collateral and giveaways will be pick up by the winning bidder from TPB Supplier then will be dropped at TPB for quality and quantity inspection			
	All necessary labels and materials should be provided by the winning service provider			
	Provision of stockroom for the items/giveaways for three (3) months			
	Door to Door Air Freight Delivery Service			
	Delivery destination area and consignee is subject to change and payment will be based on actual delivery area and weight			
	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 24/7			
	Supplier to submit to TPB a consolidated copy of the proof of delivery of the recipient immediately after the delivery of item			
	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.			
	<p>I hereby certify to comply and deliver all of the above requirements.</p> <p>_____</p> <p>Name of Company Signature over Printed Name Date of the authorized representative</p>			
Terms	30 days upon receipt of invoice			
ABC	Php275,000.00 inclusive of all applicable taxes			

Please submit your quotation and legal documents not later than **October 5, 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.

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 (Revised)