

## REQUEST FOR QUOTATION

04 November 2021

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

**Quotation No.** TPB-PR.2021.11.414

**PR No.** 11.002

**REQUIREMENTS: SHIPMENT OF GIVEAWAYS FOR THE 2<sup>ND</sup> TOURISM & TECHNOLOGY FORUM (TTF2) PARTICIPANTS**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
3 sets	<p><b>PACKAGE A</b> TPB Giveaway - Philippine Bucket List Book *For Foreign Speakers <b>Size:</b> 3cm x 26cm x 24cm <b>Weight:</b> 2.5kg</p>	PhP7,000.00	PhP21,000.00
118 sets	<p><b>PACKAGE B</b> 1. Incentivized "On-the-Go Kit" - Solar Power Bank 50000 mAh - 4 in 1 Laptop Stand Bag Leather Sleeve  2. TPB Giveaways - Weaving Bag "Long Champ" Black - PhilCare Kit - Magnetic Pencil Case - Hygienic Touch Tool Key Chain - Destination Luggage Tag - IMFITP Screen Cleaner <b>Size:</b> 1.35 in x 11in x 15in <b>Weight:</b> 2.0kg</p>	PhP1,300.00	PhP153,400.00
645 sets	<p><b>PACKAGE C</b> TPB Giveaways - Magnetic Pencil Case - Hygienic Touch Tool Key Chain - Weaving Bag "Long Champ" Black - Destination Luggage Tag - IMFITP Screen Cleaner - IMFITP T-Shirt</p>	PhP900.00	PhP580,500.00

332 sets	<p><i>Note: Courier Service should provide a customized box for Package C</i>  <b>Size: 8.3 x 11.7 in Weight: 1kg</b></p> <p><b>PACKAGE D</b>  TPB Giveaway  - Passport Organizer Wallet w/ weave cloth  - IMFITP Notebook  - IMFITP Screen Cleaner  - IMFITP T-Shirt  - IMFITP String Bag</p> <p><i>Note: Courier Service should provide a customized box for Package D</i>  <b>Size: 5.70 x 8.26 in Weight: Less than 1kg</b></p> <p><i>** See attached preliminary list of consignees with mailing address</i>  <i>**TPB will provide the final list for shipment with complete address and contact information of consignees to the winning bidder.</i>  <i>**Supplier must print and attach a DOT-TPB Compliment on each package (TPB to provide layout)</i></p> <p><b>DELIVERY / SHIPMENT REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>● TPB will provide the supplier the complete list and actual delivery address of recipients. Winning bidder is expected to ensure the privacy of the addresses and to be used only for the purpose of delivering/shipping of the event giveaways.</li> <li>● A compliment card must be printed and attached by the supplier on each packager (TPB to provide layout)</li> <li>● The supplier must be able to deliver or facilitate the safe delivery of the packages to the intended recipients locally and internationally, as specified in the list of address given within 15 days upon endorsement of TPB.</li> <li>● All deliveries must be packed and sealed securely with complete information of the</li> </ul>	PhP700.00	PhP232,400.00
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	<p>recipient and bear the FRAGILE sticker/s (c/o supplier).</p> <ul style="list-style-type: none"> <li>The supplier must submit to TPB the proof of delivery to all recipients within 15 days upon completion of delivery.</li> </ul> <p><b>TARGET DELIVERY DATE</b> All packages must be delivered to recipients on or before 25 November 2021 (Subject to change, based on approval date)</p> <p><b><i>*See the attached Technical Specifications*</i></b></p>		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP987,300.00 inclusive of all applicable taxes		<b>Total Amount:</b> PhP987,300.00

Please submit your quotation and legal documents thru email at **genesis\_lee@tpb.gov.ph** not later than **10 November 2021 on or before 1700H**, 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.

1. Mayor's Permit/ License 2021
2. Business/ Income Tax Return Certificate
3. Company Profile/ Reference
4. PhilGEPs Certificate
5. Omnibus Sworn Statement
6. DTI Business Registration / SEC Certificate

Thank you very much.

**ELOISA A. ROMERO**

Head, Procurement and General Services Division

Contact Person: **(MISS) GENESIS WEIYN B. LEE**

Note: **All entries must be typewritten in your company letterhead.**

Price Validity shall be for a period of thirty (30) calendar days.