

REQUEST FOR QUOTATION

23 November 2021

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

Quotation No. TPB-PR.2021.11.432

PR No. 11.020

REQUIREMENTS: COURIER SERVICES FOR THE SHIPMENT OF BUCKET LIST COFFEE TABLE BOOK EDITION TWO (2) TO INTERNATIONAL AIRPORTS IN THE PHILIPPINES

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p>COURIER SERVICES FOR THE SHIPMENT OF BUCKET LIST COFFEE TABLE BOOK EDITION TWO (2) TO INTERNATIONAL AIRPORTS IN THE PHILIPPINES</p> <p>Requirements: Packaging and Door to Door Courier Service Project: BUCKET LIST COFFEE TABLE BOOK Ed. 2 and Assorted Destination Brochures Quantity: 210 - 230 kgs. (containing 8 Boxes) Recipients: 15 Different Offices Shipper's Obligations:</p> <ul style="list-style-type: none"> • Printed items (8 boxes) will be picked up by the winning Service Provider at TPB office. • Service Provider will ensure that the item is properly packaged and delivered in a good condition upon receipt by the consignee. • All necessary label (consignee/recipients/address, tel. Etc.) should be provided by the winning service provider. • Supplier should submit billing and proof of delivery upon completion. • Billing will be based on the actual delivered items and actual weight per destination/location. 	PhP179,000.00	PhP179,000.00

	Delivery: Delivery timeline should be within 15 calendar days upon dispatch from the TPB office. <i>*See the attached Packing List*</i>		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP179,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **29 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

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.