

Request for Quotation

April 12, 2022

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

Quotation No. TPB-PR_2022.04.125

PR No. 4.008

Requirements : Supply and Delivery Corporate Giveaways

Project: : Online Tourism Marketing Educational Seminar

Quantity	Particulars	Estimated Unit Price (Php)	Estimated Total Amount (Php)												
Lot	<p>The Department will require customized give-away for dissemination to the attendees/participants of the webinar.</p> <p>DELIVERY DATES</p> <table border="1"> <thead> <tr> <th>Run</th> <th>Webinar Dates</th> <th>Delivery Dates</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>14-16 June 2022</td> <td>At least 2 weeks prior</td> </tr> <tr> <td>2</td> <td>12-14 July 2022</td> <td>At least 2 weeks prior</td> </tr> <tr> <td>3</td> <td>16-18 August 2022</td> <td>At least 2 weeks prior</td> </tr> </tbody> </table>	Run	Webinar Dates	Delivery Dates	1	14-16 June 2022	At least 2 weeks prior	2	12-14 July 2022	At least 2 weeks prior	3	16-18 August 2022	At least 2 weeks prior	790,000.00	790,000.00
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SCOPE OF WORK

A. Customized Pop Socket

Specificatio ns	Description
Quantity	500 pcs
Size	a. Pop socket – 1.7 in diameter – top size – 0.80 in – thick when collapsed – 1.1 in – height when expanded b. Packaging – Pop socket display card (approx. size: 3 in x 4 in, 1 side printing)
Material Preference	a. Pop socket – PC, PVC, Nanogel, with peel off adhesive cover b. Packaging – Kraft paper Caliper 12-15
Color Requirement	a. Pop socket – Full color printing b. Packaging – One color printing
Printing Process	a. Pop socket – UV printing or direct printing to items b. Packaging – digital or offset printing with circular die-cut in the center space
Unit Cost	PhP 215.00/pc

B. Customized Double Sided Cloth Keychain

Specifications	Description
Quantity	500 pcs
Size	<ul style="list-style-type: none"> a. Cloth keychain – 1 in x 4 in b. Key ring hoop – 25mm metal flat split c. Carabiner size – 2 in x 1.25 in aluminum alloy rectangular hook d. Packaging card – 9cm x 3.5cm-spread/ 4.5 x 3.5cm – folded
Material Preference	<ul style="list-style-type: none"> a. Philippine weave tribal cloth/textile; interfacing cloth inside fabric; double stitch on edges; 25mm metal flat split key ring hoop; aluminum alloy rectangular carabiner hook (approx. 2in x 1.25in) b. Carabiner with engraving c. Packaging card – Kraftboard paper Caliper 12-15
Color Requirement	<ul style="list-style-type: none"> a. Cloth keychain – assorted design weave tribal cloth b. Carabiner – with engraving process (IMFITP logo text) c. Packaging card – 1 color printing
Printing Process	Digital printing process and engraving
Unit Cost	PhP 320.00/set

C. Customized Mouse Pad

Specifications	Description
Quantity	850 pcs
Size	a. Mouse pad – 8in diameter x 3mm thick b. Packaging – 8in x 8in with 1diameter hole on one side (to see design); with adhesive sticker / peel to close envelope
Material Preference	a. Mouse pad – neoprene/other bonded fabric surface and anti-slip rubber (anti-fray stitches at the edge) b. Packaging – Kraft paper Caliper 12-15
Color Requirement	a. Mouse pad – full color x 0 b. Packaging – full color printing
Printing Process	a. Mouse pad – digital or offset printing b. Packaging – digital or offset printing
Unit Cost	PhP 150.00/pc

D. Customized Reusable / Eco Bag-On-The-Go

Specifications	Description
Quantity	500 pcs
Size	- 33cm x 40 cm x 10cm thickness – expanded bag size - 10cm diameter x 3cm – when folded

Material Preference	<ul style="list-style-type: none"> a. Case - Transparent / robust plastic case with protective peel-off plastic film; approx.. 10cm diameter x 3.7cm b. Bag - Nylon with inside side pocket to store plastic case; approx. 33cm x 40cm x 10cm thickness c. Short strap – wrist strap
Color Requirement	<ul style="list-style-type: none"> a. Cloth keychain – assorted design weave tribal cloth b. Carabiner – with engraving process (IMFITP logo text) c. Packaging card – 1 color printing
Printing Process	Digital printing process and engraving
Unit Cost	PhP 240.00/set

E. Customized USB (Universal Serial Bus)

Specifications	Description
Quantity	500 pcs
Size	<ul style="list-style-type: none"> a. USB (rectangular or swivel type) - 6cm x 2.8cm b. Packaging - 7.8cm x 4.5cm
Material Preference	<ul style="list-style-type: none"> a. USB – carbonized bamboo or wood with 32 GB memory capacity b. Packaging – (pillow box type) Kraft paper Caliper 12-15
Color Requirement	<ul style="list-style-type: none"> a. USB – with wood engraving b. Packaging – offset or digital printing
Printing Process	<ul style="list-style-type: none"> a. USB – wood engraving / matt finish b. Packaging – offset or digital printing
Unit Cost	PhP 520.00/pc

**F. It's More Fun in the Philippines / Have a Safe Trip
Pinas Waterproof Stickers**

Specifications	Description
Quantity	500 pcs (with 2 different sizes @ 250 pcs/Size #)
Size	a. Size # 1 – 2in x 6in b. Size # 2 – 3in x 8n
Material Preference	Vinyl sticker opaque (waterproof) with matt finish and slit die-cut
Color Requirement	Full color printing with matt finish
Printing Process	Digital or direct printing
Unit Cost	PhP 30.00/pc

Other Requirements:

- a. Lay-out to be supplied by TPB.
- b. Suppliers may submit sample for evaluation purposes and for approval of Project Officer and MarCom Creative Unit prior of awarding.
- c. Upon receipt of P.O. supplier may submit actual sample with printing for approval prior to mass production.

Print Turnaround: Allowed 30 calendar days

Terms 30 days upon receipt of invoice

ABC Php 790,000.00 inclusive of all applicable taxes

Please submit your quotation and legal documents not later than **April 19, 2022, 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)
7. Income/Business Tax Return