

October 4, 2022

## REQUEST FOR QUOTATION

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

RFQ No. **TPB-RFQ 2022.10.323**

PR No. **10.001**

Requirements : **Supply and Delivery of Consumable Toner Cartridge for FUJI Photo Copier Machine Model: APIV-C5575**

Quantity	Item/Description	Estimated Unit Price	Total Cost (Php)
4 pcs	Toner CT201370 – Black	Php8,983.00	Php35,932.00
2 pcs	Toner CT201371 – Cyan	14,129.00	28,258.00
2 pcs	Toner CT201372 – Magenta	14,129.00	28,258.00
2 pcs	Toner CT201373 – Yellow	14,129.00	28,258.00
Terms	30 days from receipt of Invoice		
Delivery	7 days from receipt of NTP		
ABC	The approved budget for the contract (ABC) inclusive of applicable taxes		<b>Php120,706.00</b>

Please submit your **quotation and legal** documents duly signed by your authorized representative to email address [bhong\\_ducusin@tpb.gov.ph](mailto:bhong_ducusin@tpb.gov.ph) not later than **7 October 2022 at 5:00 PM**, subject to the Terms and Conditions stated herein and the shortest time of delivery.

Please be informed that the Tourism Promotions Board is evaluating our suppliers' performance based on these criteria: Quality (40%), Cost (25%), Timeliness (25%), and Customer Service (10%)

Thank you very much.



**ROSELLE D. ROMERO**

Acting Head, 04 Oct. 2022

Procurement and General Services Division

Contact person: Jose T. Ducusin, Jr

Contact number: 02 8525 -7312 / 8525 – 9318 to 27

**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:

a. PhilGEPS Certificate

- b. Mayor's Business Permit (2022)
- c. SEC/DTI Registration Certificate
- d. BIR Registration /TIN
- e. Company profile (for New Supplier)
- f. Authorized Dealer / Reseller