

REQUEST FOR QUOTATION

May 16, 2023

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

Quotation No. TPB-PR.2023.05.086
PR No. 5.014

REQUIREMENTS: Domestic Shipment Services

PROJECT NAME: VISMIN TOURISM CONGRESS AND TRAVEL SALES

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p>TECHNICAL REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Company Profile 2. Accomplished Statement of Compliance to the Technical Specifications <p>LEGAL REQUIREMENTS</p> <ol style="list-style-type: none"> 1. PhilGEPS Registration Certificate 2. Business/Mayor's permit 3. Income/Business Tax Return 4. Notarized Omnibus Sworn Statement 5. SEC/DTI Certificate of Registration <p>Attachments:</p> <ol style="list-style-type: none"> 1. Technical Specifications 2. Statement of Compliance to the Technical Specifications <p>Note:</p> <ol style="list-style-type: none"> 1. All entries must be typewritten on your company letterhead. 2. Price Validity shall be for a period of <u>thirty (30)</u> calendar days. 	PhP30,000.00	PhP30,000.00
Terms	30 days upon receipt of invoice		

ABC	Approved Budget for Contract (ABC) is PhP30,000.00 inclusive of all applicable taxes		
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Please submit your quotation and legal documents thru email at **soc_torres@tpb.gov.ph** not later than **May 22, 2022 on or before 12:00 P.M.**, 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.

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.

(SGD)

ELOISA A. ROMERO

Head, Procurement and General Services Division
Administrative Department

Contact Person
Contact No.

MR. SOCRATES G. TORRES
(8) 525-9318 local 266

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

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[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification]

ITEM	SPECIFICATION	STATEMENT OF COMPLIANCE (COMPLY/NOT COMPLY)
1	Items will be pick up at TPB office for Complete Packaging and labelling	
2	All necessary labels and materials should be provided by the winning service provider	
3	Door to Door Air Freight Delivery Service	
4	Supplier will pay the amount to TPB in case of lost or damages.	
5	Submit delivery timelines during submission of bid	
6	The winning service provider will assign a contact person to monitored the delivery of item	
7	Supplier should submit billing and proof of delivery upon completion	
8	Service Provider will ensure that the items are properly package and delivered in good conditions when arrived to consignee in the shortest possible time	
9	TPB will only charge on actual delivered boxes should not be over the Contract Amount.	
10	Project: HRRACI, “VISMIM Tourism Congress & Travel Sale” Contact Person: Ms. Joey Osmena Contact Number: 0917 850 03 Destination: HOTEL RESORT & RESTAURANT ASSOCIATION OF CEBU, INC. (HRRACI) Room 504 Serviced Offices Bai Hotel Cebu Ouano Avenue, corner C.D. Seno Street City South Special Administrative Zone Mandaue City 6014	

TOURISM PROMOTIONS BOARD PHILIPPINES

4th Floor, Legaspi Towers 300, Roxas Boulevard corner P. Ocampo, Sr. St., Malate, Manila 1004 Philippines
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11	BOX 1		
	Weight: 18.80 kgs	HxWxL: 51x51x50.5 cm	
	Packing List	Cost: (in PhP)	No. of item in the box
	TPB Notebook	42.24	33 pieces
	Notebook Cover	550.00	33 pieces
	Omnibus Primer	6.41	200 pieces
12	BOX 2		
	Weight: 24.80 kgs	HxWxL: 23x51x51 cm	
	Packing List	Cost: (in PhP)	No. of item in the box
	TPB Conference Bag	470.40	33 pieces

I hereby certify to comply and deliver all of the above requirements.

Name of Company

Signature over Printed Name
of Authorized Representative

Date

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