

REQUEST FOR QUOTATION

August 8, 2023

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

Quotation No. TPB-PR.2023.08.172
PR No. 7.072

REQUIREMENTS: PRINTING, SUPPLY, AND DELIVERY OF TPB DESK CALENDAR 2024

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p>Specification:</p> <p>Specification:</p> <p>Size:</p> <p>Leaves : 7" (w) x 8" (h)</p> <p>Stand : 7" (w) x 8.375" (h) x 3.5" (base) -folded : 7" (w) x 20.25" (h) –spread with crease</p> <p>Paper Stock (leave) : life white (300gsm) or similar in texture and thickness</p> <p>Stand : Paste board #30, wrapped of Starlin 110 gsm white</p> <p>Number of leaves : 16 leaves (back to back printing)</p> <p>: With tearable marks all sheet (teer sheet)</p> <p>Print Color-leaves : FC x FC with die-cut on cover</p> <p>Binding : Double wire O - white color (fit on the thickness of calendar)</p> <p>Process : Offset, back to back printing</p> <p>Others : Layout to be supplied by TPB-Marcom Dept.</p> <p>- Submit sample of required paper and existing similar desk calendar</p>	PhP999,920.00	PhP999,920.00

	<p>similar desk calendar</p> <ul style="list-style-type: none"> - Maximum 3 times proofing at free of charge - Proofing for Marcom approval prior of final printing <p>Packaging : individually wrap on a craft paper (thickness like uniqlo paper bag)</p> <p>Delivery Timeline : 45 calendar days upon approval of final sample</p> <p>Estimated budget : ₱ 999,920.00</p> <p>Quantity : 3,448</p> <p style="padding-left: 150px;">: 290 each</p> <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. 		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP999,920.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **soc_torres@tpb.gov.ph** not later than **14 August 2023 on or before 5:00 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.


ROSELLE D. ROMERO

Acting 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

REQUIREMENTS: PRINTING, SUPPLY, AND DELIVERY OF TPB DESK CALENDAR 2023 (PR No. 7.072)

Quotation No. TPB-PR.2023.08.171

[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	Size: Leaves : 7" (w) x 8" (h) Stand : 7" (w) x 8.375" (h) x 3.5" (base) -folded : 7" (w) x 20.25" (h) –spread with crease Paper Stock (leave): life white (300gsm) or similar in texture and thickness	
2	Stand : Paste board #30, wrapped of Starlin 110 gsm white Number of leaves : 16 leaves (back to back printing) : With tearable marks all sheet (teer sheet) Print Color-leaves : FC x FC with die-cut on cover Binding: Double wire O - white color (fit on the thickness of calendar)	
3	Process : Offset, back to back printing	
4	Others : Layout to be supplied by TPB-Marcom Dept. - Submit sample of required paper and existing similar desk calendar - Maximum 3 times proofing at free of charge - Proofing for Marcom approval prior of final printing	
5	Packaging: individually wrap on a craft paper (thickness like uniqlo paper bag)	
6	Delivery Timeline : 45 calendar days upon approval of final sample	
7	Estimated budget : Php999,920.0 : Php290 each	
8	Quantity : 3,448	

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

Name of Company

Signature over Printed Name
of Authorized Representative

Date