

11 March 2025

REQUEST FOR QUOTATION

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

RFQ No. TPB-RFQ 2025.03.079
PR No. 2025.03.007
Requirements: **PROVISION, SUPPLY AND DELIVERY OF ACRYLIC CERTIFICATIONS FOR PRAISE AWARDEES**

Quantity	Particulars	Estimated Unit Price (PhP)	Total Amount (PhP)																								
1 lot	<p>SCOPE OF WORK/SERVICES/DELIVERABLES</p> <p>Provision of acrylic certificates for the fourteen (14) PRAISE awardees in the amount of One Thousand Pesos Only (PhP1,000.00) each as follows:</p> <table><tr><th>Category</th><th>Awardees</th><th>Quantity</th></tr><tr><td>Zeal of Excellence Award</td><td><ul style="list-style-type: none">Socrates G. TorresArianne Mae S. Inosanto</td><td>2</td></tr><tr><td>Circle of Excellence Award</td><td><ul style="list-style-type: none">Bids and Awards Committee (BAC)</td><td>1</td></tr><tr><td>GADTimpala Award</td><td><ul style="list-style-type: none">Michelle S. Alcantara</td><td>1</td></tr><tr><td>Committee Gem Award</td><td><ul style="list-style-type: none">Atty.Jemimah Nissi M. TiambengGrace C. La Rosa</td><td>2</td></tr><tr><td>Personnel Motivation and Incentive Award</td><td><ul style="list-style-type: none">Socrates G. TorresGrace C. La RosaMichelle S. AlcantaraIan Carlo Q. SantosSandy T. Vargas Jr.BJ Mark Kevin U. Remo</td><td>6</td></tr><tr><td>Hall of Fame Award</td><td><ul style="list-style-type: none">Janet W. CanoyIrene U. Francisco</td><td>2</td></tr><tr><td colspan="2">TOTAL:</td><td>14</td></tr></table> <p>The plaque should have dimensions of Letter size (21.59 cm x 27.94 cm).</p> <p>Soft copy of template shall be provided by the Personnel and Human Resources Development Division (PHRDD) to the winning bidder within five (5) working days upon receipt of the Notice of Award (NOA).</p> <p>PROJECT IMPLEMENTATION SCHEDULE: Delivery of acrylic certificates shall be on or before 31 March 2025.</p>	Category	Awardees	Quantity	Zeal of Excellence Award	<ul style="list-style-type: none">Socrates G. TorresArianne Mae S. Inosanto	2	Circle of Excellence Award	<ul style="list-style-type: none">Bids and Awards Committee (BAC)	1	GADTimpala Award	<ul style="list-style-type: none">Michelle S. Alcantara	1	Committee Gem Award	<ul style="list-style-type: none">Atty.Jemimah Nissi M. TiambengGrace C. La Rosa	2	Personnel Motivation and Incentive Award	<ul style="list-style-type: none">Socrates G. TorresGrace C. La RosaMichelle S. AlcantaraIan Carlo Q. SantosSandy T. Vargas Jr.BJ Mark Kevin U. Remo	6	Hall of Fame Award	<ul style="list-style-type: none">Janet W. CanoyIrene U. Francisco	2	TOTAL:		14	Php14,000.00	PhP14,000.00
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	LEGAL REQUIREMENTS: 1. PhilGEPS Registration Certificate 2. Business/Mayor's Permit 3. BIR Certificate of Registration ATTACHMENTS: 1. Statement of Compliance 2. Technical Specifications NOTE: 1. All entries must be typewritten in your company letterhead. 2. Price validity shall be for a period of thirty (30) calendar days.		
Terms	Thirty (30) working days from the receipt of invoice/billing.		
ABC	PhP14,000.00 inclusive of all applicable fees and taxes		PhP14,000.00

Please submit your **quotation** together with the **legal and technical documents** duly signed by your authorized representative to email address kristine_aclan@tpb.gov.ph / bac_sec@tpb.gov.ph not later than **17 March 2025 at 5:00 PM**, subject to the Terms and Conditions stated herein.

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.



JANET G. VILLAFRANCA

Acting Head

Procurement Management Division

Contact person: Kristine Heizelle B. Aclan