

May 6, 2025

REQUEST FOR QUOTATION

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

RFQ No. : **TPB-RFQ 2025.05.122**
PR No. : **2025.05.004**

Requirements : **Preventive Maintenance Services for TPB Vehicle – Toyota 2020/Hiace Commuter Deluxe 2.8L with Plate No. SNA2547**

Quantity	Particulars	Estimated Unit Price	Total Cost (PhP)
1 lot	Labor: <ul style="list-style-type: none"> • 85,000 KM PM Check up • Replace Gasket • Change Engine Oil/Oil Filter IMV • Engine Flush • Check brakes/cleaning • Cabin deodorization • Combustion Chamber cleaning • Engine treatment • Engine Decarbonize 4 Cylinder • Engine Detailing • Interior Detailing • Replace Air/Aircon/Fuel Filter + Parts and Miscellaneous	PhP33,000.00	PhP33,000.00
	NOTE: <ol style="list-style-type: none"> 1. Quotation - All entries must be typewritten on your company letterhead. 2. Price Validity shall be for a period of thirty (30) calendar days. 		
Terms	30 days from receipt of Invoice		
ABC	The approved budget for the contract (ABC) inclusive of applicable taxes		PhP33,000.00

Please submit your **quotation together with the duly accomplished Technical Compliance and the relevant documents enumerated below** to email address bhong_ducusin@tpb.gov.ph / bac_sec@tpb.gov.ph not later than **13 May 2025 at 5:00 PM**

Following are the relevant documents:

1. PhilGEPS Registration Certificate

TOURISM PROMOTIONS BOARD PHILIPPINES

6th Floor, Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City, 1300 Philippines

Tel: +63 2 8525 9318 to 27 • Fax: +63 2 8521 6165 / 8525 3314 • Email: info@tpb.gov.ph • Website: www.tpb.gov.ph



2. Mayor's/ Business Permit
3. BIR Certificate of Registration (BIR FORM 2303)
4. Statement of Compliance to the Technical Specification (Annex "A")

For any clarification, you may send an email to the BAC Secretariat at the addresses stated above.

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.



JANET G. VILLAFRANCA

Acting Head, Procurement Management Division
Finance Department

Contact person: **Jose T. Ducusin, Jr.**

ANNEX "A"

<u>TECHNICAL SPECIFICATION</u>			
Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement against each of the Individual parameters of each Specification			
Item	Description	Total Quantity	Bidder's Statement of Compliance (comply /not comply)
1 lot	Preventive Maintenance Services for TPB Vehicle – Toyota 2020/Hiace Commuter Deluxe 2.8L with Plate No. SNA-2547		
	Labor: <ul style="list-style-type: none"> • 85,000 KM PM Check up • Replace Gasket • Change Engine Oil/Oil Filter IMV • Engine Flush • Check brakes/cleaning • Cabin deodorization • Combustion Chamber cleaning • Engine treatment • Engine Decarbonize 4 Cylinder • Engine Detailing • Interior Detailing • Replace Air/Aircon/Fuel Filter - + Parts and Miscellaneous		

I hereby certify to Comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of
Representative

Date