

28 July 2025

## REQUEST FOR QUOTATION

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

RFQ No. **TPB-RFQ 2025.07.213**

PR No. **2025.07.038**


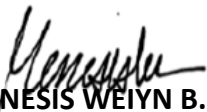
**Requirements:** **Corrective Maintenance Services for TPB Pool Vehicle, Toyota / Vios with Plate No. SNA-2545**

| Quantity         | Item/Description  | Estimated Unit Price | Total Cost (PhP)    |
|------------------|---|----------------------|---------------------|
| 1 lot            | <b>Labor:</b> <ul style="list-style-type: none"> <li>Replace Water Pump Assembly + <b>Parts and Miscellaneous</b></li> </ul>  | PhP16,176.16         | PhP16,176.16        |
|                  | <b>PROJECT OFFICER CONTACT INFORMATION</b><br><br>Johnnel A. Ignacio<br>Tel: +63 2 8523 8960<br>Email: <a href="mailto:johnnel_ignacio@tpb.gov.ph">johnnel_ignacio@tpb.gov.ph</a>   |                      |                     |
|                  | <b>NOTE:</b> <ol style="list-style-type: none"> <li><b>Quotation</b> - All entries must be typewritten on your company letterhead.</li> <li>Price Validity shall be for a period of thirty (30) calendar days.</li> </ol>   |                      |                     |
|                  | <b>LEGAL REQUIREMENTS:</b> <ol style="list-style-type: none"> <li>Mayor's/ Business Permit</li> <li>PhilGEPS Registration Number/ Certificate</li> <li>BIR Certificate of Registration (BIR FORM 2303)</li> </ol>   |                      |                     |
| Terms of Payment | <ul style="list-style-type: none"> <li>Payment will be processed upon completion of the delivery</li> <li>Payment will be on a send-bill arrangement to the Tourism Promotions Board (TPB).</li> <li>TPB does fund transfers through the Land bank of the Philippines. If the supplier does not have a Landbank account, fund transfers may still be done but bank charge must be borne by the supplier.</li> </ul> |                      |                     |
| ABC              | The approved budget for the contract (ABC) inclusive of applicable taxes  |                      | <b>PhP16,176.16</b> |

Please submit your **quotation, technical, and legal documents**, duly signed by your authorized representative, to the email addresses: [bhong\\_ducusinn@tpb.gov.ph](mailto:bhong_ducusinn@tpb.gov.ph) / [bac\\_sec@tpb.gov.ph](mailto:bac_sec@tpb.gov.ph), not later than **30 July 2025 at 5:00 PM**, subject to the Terms and Conditions stated herein.

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.



**GENESIS WEIYN B. LEE**  
Acting Head  
Procurement Management Division

**CONTACT PERSON: JOSE T. DUCUSIN, JR**

**ANNEX "A"**

| <b><u>TECHNICAL SPECIFICATION</u></b>   |   |                       |   |
|---|---|-----------------------|---|
| Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement against each of the Individual parameters of each Specification. |   |                       |   |
| <b>Item</b>   | <b>Description</b>  | <b>Total Quantity</b> | <b>Bidder's Statement of Compliance<br/>(<i>comply /not comply</i>)</b> |
| A   | <b>Corrective Maintenance Services for TPB Pool Vehicle, Toyota / Vios with Plate No. SNA-2545</b><br><br>ABC : <b>PhP16,176.16</b> | 1 Lot                 |   |
| B   | <b>Labor:</b> <ul style="list-style-type: none"><li>• Replace Water Pump Assembly</li></ul> <b>+ Parts and Miscellaneous</b>        |                       |   |

**I hereby certify that I comply with all the above Technical Specifications.**

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature over Printed Name of  
Representative

\_\_\_\_\_  
Date