

Size : 8.90 cm 5.11 cm

Material Preference:

- IFEX – Cordenons Radiance New Evolution White, 280 gsm

Color Requirement:

- Front side: Full Color Printing
- Back Side: Full Color, using new 5 Different images per name

Printing Process:

- Offset, two side full, color printing

Additional Specifications:

1. Layout to be supplied by TPB
2. Suppliers may submit actual sample of paper materials for evaluation and for approval of TPB prior of awarding.
3. Upon receipt of P.O. supplier Should submit sample/proofing for TPB's approval prior to final printing.
4. Print Turnaround (Production Timeline): Delivery date 30 calendar days upon receipt of approved proofing.

Link:

<https://drive.google.com/drive/folders/1Dt4TqNI78KRg57V8NpMuqJXQgBg21CWS>

(control+click to follow the link)

LEGAL REQUIREMENT:

- a. PhilGEPS Certificate
- b. Mayor's Business Permit
- c. SEC/DTI Registration Certificate
- d. BIR Registration /TIN
- e. Company profile (New Supplier only)
- f. Statement of Compliance to the Technical Specification (**Annex "A"**)

ATTACHMENTS:

- a. Statement of Compliance to the Technical Specification (**Annex "A"**)

NOTE:

1. 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		
Delivery	30 Calendar days upon approval of final proof		
ABC	The approved budget for the contract (ABC) inclusive of applicable taxes		Php30,000.00

Please submit your **quotation**, duly signed by your authorized representative and **Legal Documents** enumerated above **in a sealed envelope** to the address below not later than **27 February 2024 at 5:00 PM**, subject to the Terms and Conditions stated herein and the shortest time of delivery.

BAC Secretariat
Procurement and General Services Division
Tourism Promotions Board
4/F Legaspi Towers 300, Roxas Boulevard, 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
21 February 2024
Acting Head, Procurement and General Services Division

Contact person: Jose T. Ducusin, Jr
Contact number: 02 8525 -7312 / 8525 – 9318 to 27

TECHNICAL SPECIFICATION																																	
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																														
A.	Printing and Production of Business Cards for Domestic Promotions Department.	30 bxs (100's/bx)																															
	<p>Specifications: Details and Quantity: (100 pcs/box) Employee's Name Domestic Promotions Department</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: right; width: 20%;">Quantity</th> </tr> </thead> <tbody> <tr> <td>1. Teresita DL. Landan Manager</td> <td style="text-align: right;">- 3 boxes</td> </tr> <tr> <td>2. Cesar R. Villanueva Chief, Sales Division</td> <td style="text-align: right;">- 3 boxes</td> </tr> <tr> <td>3. Edmon Gerald A. Loza Market Specialist III</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>4. Michelle S. Alcantara Market Specialist III</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>5. Rona Jean N. Olivar Market Specialist III</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>6. Ma. Karizza G. Zapata Market Specialist II</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>7. Alberto B. Gadia, Jr. Market Specialist II</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>8. Margarita P. San Jose Acting Head, Industry Relations And Services Division</td> <td style="text-align: right;">- 3 boxes</td> </tr> <tr> <td>9. Edessa Joy L. Delegiro Project Officer III</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>10. Ronileen Rae T. Bauto Project Officer III</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>11. Joseph Kerr T. Villar Project Officer III</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>12. Aaron Christian A. Alarin Project Officer II</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>13. Jedd Francis De Luna Project Officer II</td> <td style="text-align: right;">- 2 boxes</td> </tr> <tr> <td>14. TPB Membership Program</td> <td style="text-align: right;">- 1 box</td> </tr> </tbody> </table> <p>Size : 8.90 cm 5.11 cm Material Preference:</p>		Quantity	1. Teresita DL. Landan Manager	- 3 boxes	2. Cesar R. Villanueva Chief, Sales Division	- 3 boxes	3. Edmon Gerald A. Loza Market Specialist III	- 2 boxes	4. Michelle S. Alcantara Market Specialist III	- 2 boxes	5. Rona Jean N. Olivar Market Specialist III	- 2 boxes	6. Ma. Karizza G. Zapata Market Specialist II	- 2 boxes	7. Alberto B. Gadia, Jr. Market Specialist II	- 2 boxes	8. Margarita P. San Jose Acting Head, Industry Relations And Services Division	- 3 boxes	9. Edessa Joy L. Delegiro Project Officer III	- 2 boxes	10. Ronileen Rae T. Bauto Project Officer III	- 2 boxes	11. Joseph Kerr T. Villar Project Officer III	- 2 boxes	12. Aaron Christian A. Alarin Project Officer II	- 2 boxes	13. Jedd Francis De Luna Project Officer II	- 2 boxes	14. TPB Membership Program	- 1 box		
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I hereby certify to Comply with all the above Technical Specifications.

 Name of Company/Bidder

 Signature over Printed Name of
 Representative

 Date



BABY DE LUNA-LANDAN
 Manager
 Domestic Promotions Department
 Tourism Promotions Board Philippines



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TPB MEMBERSHIP PROGRAM



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Tourism Promotions Board Philippines

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New Back Template Calling Card

