

09 September 2024

REQUEST FOR QUOTATION (RFQ)

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

RFQ No. **TPB-PR 2024.09.237**

Requirements: Supply and Delivery of Promotional Giveaways for the Japanese Travel Agents Mega Familiarization Tour

Quantity	Particulars	Estimated Unit Price (PhP)	Estimated Total Amount (PhP)
400 pcs	<p>Customized Backpacks Target Delivery Date: 30 days upon approval of the final sample Place of Delivery: TPB Office – Legaspi Towers 300, Roxas Boulevard, Manila</p> <p>Technical Specifications</p> <ul style="list-style-type: none"> ● Size/Dimension: 44 cm x 29 cm x 17 cm ● Material: Neoprene and Prada Nylon Fabric, with accent of Philippine weaves/other sustainably sourced materials from community-based tourism stakeholders ● Main Print: Debossed “Love The Philippines” logo ● With slip-in pockets on both sides, laptop pocket, and air mesh panel at the back, and kernmantle/climbing ropes ● Color: Navy Blue, Maroon, or Black <p><i>Notes:</i> *Sample peg available upon request.</p> <p>**Submission of the following requirements together with the quotation:</p> <ol style="list-style-type: none"> 1. sample material of the above-mentioned requirements 2. Company Profile 	2,500.00	1,000,000.00


	<p>Legal Documents</p> <ul style="list-style-type: none"> ▪ PhilGEPS Registration Certificate ▪ Business/Income Tax Return Certificate ▪ Mayor’s Permit ▪ Omnibus Sworn Statement <p>Attachments:</p> <ol style="list-style-type: none"> 1. Technical Specifications and photo of the peg 2. Revised Omnibus Sworn Statement 		
	<p>Notes:</p> <ul style="list-style-type: none"> ▪ All entries must be typewritten in your company letterhead. ▪ Price Validity shall be for a period of <u>thirty (30)</u> calendar days. 		
Terms	As stated		
Delivery	As stated		
ABC	PhP1,000,000.00, inclusive of applicable taxes		

Please submit your **quotation** together with the **legal and eligibility documents** enumerated above to email address **bac_sec@tpb.gov.ph/janet_villafranca@tpb.gov.ph** not later than **13 September 2024, until 5:00 PM.**

The submission of the quotation and other documents shall be in one (1) compressed file folder. For easy identification of email, the subject shall be in this format: **Giveaways_JapanMegaFam <Company Name>.**

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 09 September 2024
 Procurement and General Services Division
 Administrative Department