

02 April 2025

REQUEST FOR QUOTATION

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

RFQ No. TPB RFQ 2025-04-096
PR No. 2025.03.023
Requirements: SUPPLY AND DELIVERY OF THE PHILIPPINE MAGNETIC FLAG PINS

Quantity	Item/Description	Estimated Unit Price	Total Cost (PhP)
10,000 pcs	<p>SCOPE OF WORK/ SERVICES/ DELIVERABLES</p> <p>PHILIPPINE MAGNETIC FLAG PINS</p> <p>Specifications Size : Philippine flag – 2.80 cm x 2.00 cm : Plastic pouch – 4.60 cm x 5.00 cm (h) plus overlap cover</p> <p>Color Requirement : Color fill on metal</p> <p>Material Preference : Philippine flag – Lapel metal or bronze pins : Pouch – Thick clear plastic pouch : Board holder – Matte 180 w/ black print and text print</p> <p>Printing Process : As per sample</p> <p>: Flag curved design figure with a magnetic lock : Please submit actual sample of magnetic pins same as TPB sample : Magnetic lock sample : Board holder and thick plastic pouch with overlap cover</p> <p>ADDITIONAL TECHNICAL REQUIREMENTS</p> <p>Terms and Conditions:</p> <p>1. The bidder must be able to submit a sample of work done with the same material as mentioned in the specifications to be given together with the quotation. Failure to submit/present the actual sample based on the above specification</p>	100.00	1,000,000.00

	<p>will be basis for disqualification and will not be considered.</p> <ol style="list-style-type: none"> 2. TPB Philippines to approve the final sample of the giveaway and its packaging prior to production. The actual sample may be submitted to TPB Philippines upon receipt of the Notice to Proceed (NTP). 3. The Philippine magnetic flag pins should be neatly packed in boxes, 50 pieces per packed, 1000 pieces per box to prevent damage and ensure easy distribution. 4. The TPB Philippines have limited storage space in its office. Therefore, bidder must agree to store the giveaways for TPB and deliver the giveaways as needed. Both parties may agree upon lead-time of delivery. 5. The Bidder's storage space should be well ventilated to ensure that the quality of the giveaways and its packaging would be maintained. In the event that the giveaway or its packaging delivered have dents or damaged, the bidder/supplier agrees to replace it within the agreed specified time. <p>Qualification Of Bidder: To participate in this bidding process, prospective bidders must have experience in managing similar projects over the past three years, they must submit a detailed list of completed similar contracts for the past three (3) years.</p> <p>LEGAL REQUIREMENTS:</p> <ol style="list-style-type: none"> 1. Mayor's/ Business Permit 2. PhilGEPS Registration Number/ Certificate 3. BIR Certificate of Registration 4. Omnibus Sworn Statement <p>ATTACHMENT:</p> <ol style="list-style-type: none"> 1. Technical Specifications <p>NOTE:</p> <ol style="list-style-type: none"> 1. All entries must be typewritten in your company letterhead. 2. Price validity shall be for a period of thirty (30) calendar days. 		
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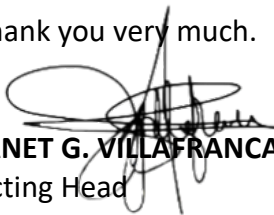
TERMS	Thirty (30) working days from the receipt of Statement of Account (SOA), or Billing.		
DELIVERY	Date: 40 calendar days upon approval of final sample Address: Tourism Promotions Board 4th Floor, Legaspi Towers 300, cor. Roxas Boulevard & Pablo Ocampo St., Manila City		
ABC	The approved budget for the contract is ONE MILLION PESOS ONLY (PhP1,000,000.00) inclusive of all applicable taxes.		PhP1,000,000.00

Please submit your **quotation, technical, and legal** documents duly signed by your authorized representative to email address majella_arago@tpb.gov.ph / bac_sec@tpb.gov.ph not later than **11 April 2025, 5:00 PM**, subject to the Terms and Conditions stated herein.

For easy identification of email and submission of quotation with other documents, the subject shall be in this format: **Philippine Magnetic Flag Pins_<Company Name>**.

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

Contact person: Majella Arago