



Date: November 4, 2022

GENTLEMEN:

REQUEST FOR QUOTATION

Kindly quote to us your latest price(s) on the following item(s):

QUANTITY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
1 (ONE)	LOT	SUPPLY AND DELIVERY OF TOKENS	
		<p>PROJECT NAME: Department of Tourism – National Capital Region’s requested assistance to the World Halal Forum</p>	
		<p>BRIEF BACKGROUND: The Islamic Da’wah Council of the Philippines (IDCP-Halal), being the pioneer Halal Certification Authority in the Philippines since 1995, will be holding the World Halal Forum on 14 November 2022 at the Conrad Hotel, Seaside Blvd., Coral Way, Pasay City. This is in conjunction with the 41st Founding Anniversary of the IDCP as well as the 18th Annual General Assembly Meeting of the World Halal Council. In support to the Islamic Da’wah Council of the Philippines (IDCP) in holding the World Halal Forum 2022, the Department of Tourism – National Capital Region is requested to provide the following:</p> <ul style="list-style-type: none"> • Welcome reception at the airport (inclusive of VIP lounge use, arrival passes, as well as vehicle and parking passes for transportation providers) • Welcome tokens for delegates who will be staying at Conrad Hotel • Transportation from Conrad Hotel to Batangas Port en route to Caticlan • Transportation from Conrad Hotel to Manila Hotel and vice-versa 	
		<p>REQUIREMENTS FOR SUPPLIERS:</p> <ul style="list-style-type: none"> • Delivery: <u>On or before November 11, 2022</u> • Supply and delivery of Item: Fifty (50) pcs. Customized Laptop Bag • The Supplier must be willing to provide service on a send bill arrangement • Winning Supplier/Bidder must provide and send an actual product/item before mass production • Has no outstanding deliverables with DOT NCR. • Must be Filipino owned, operated, and legally registered company under Philippine laws; 	
		<p>SCOPE OF WORK / DELIVERABLES: ITEM: Customized Laptop Bag</p> <ul style="list-style-type: none"> - Size: 15 inches - Material: Polyester + local weave textile on strap - Logo: debossed print - With zipper pocket, mobile phone pocket, certificate pocket, laptop pocket, with back strap, breathable, water proof, wear resistant, shock resistant. - Style: Business Casual - Unit Cost: Php1,650.00/pc x 50 pcs - ABC: PHP 82,500.00 	
		<p>DESIGN</p> <div style="display: flex; justify-content: space-around;">   </div>	

		APPROVED BUDGET FOR THE CONTRACT	
		PHP 82,500.00 Eighty Two Thousand Five Hundred Pesos only inclusive of taxes and is subject to appropriate government taxes.	
		Documentary Requirements to be submitted: 1. Valid Mayor's/Business Permit 2. PhilGEPS Registration Number 3. Latest Business/Income Tax Return 4. Duly notarized original and certified true copy of Omnibus Sworn Statement	
		Contact Persons: Elaine S. Villanueva esvillanueva@tourism.gov.ph 09178923084 Mr. Ernesto Teston ernieteston@tourism.gov.ph 09178791718	
		Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in <u>three (3) original sets</u> IN A SEALED ENVELOPE to this office address: DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City	
		Note: Deadline of submission is on November 8, 2022 at 10:00 AM	

This office desires to place an order for the above item(s) with the minimum delay. Your firm quotation will help us very much in placing the order.

Thank you.

PRINT NAME OF DEALER/SUPPLIER

ADDRESS OF DEALER/SUPPLIER

CONTACT NUMBER(s)

TIN: _____

LANDBANK ACCOUNT NUMBER

AUTHORIZED SIGNATURE OVER PRINT NAME