




Date: November 11, 2022

GENTLEMEN:

**REQUEST FOR QUOTATION**

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

QUANTIT Y	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
		<b>SUPPLY AND DELIVEREY OF TOKENS/GIVEAWAYS FOR THE DOT-NCR'S PARTICIPATION TO 1<sup>st</sup> NORTH LUZON TRAVEL FAIR</b>	
		<p>Mini Travel Suitcase Box Shoulder/Crossbody Bag  Quantity: 400 pieces  Price per piece: Php 250.00  In various colors (Final colors and quantity per color is subject for approval of Project Officer)</p> <p>Bag Dimensions:  Length: 8 inches / 20.50 cm  Width: 2.75 inches / 7 cm  Height: 5.25 inches / 13.50 cm  Removable and Adjustable Strap Length  Sling (shortest): 24.75 inches / 63 cm  Sling (longest): 48 inches / 122 cm</p>  	

	<p>Bag Strap design: "DOT-NCR" text must be printed in a subtle color on the strap</p> 	
	<p>Delivery date: On or before November 18, 2022</p> <p>Delivery place: Department of Tourism – National Capital Region 2/F DOT Bldg, 351 Sen. Gil Puyat Street 1200 Makati City Tel. No. (02) 8459-5200 to 5230 local 212/223</p>	
	<p><b>Documentary Requirements to be submitted:</b></p> <ol style="list-style-type: none"> <li>1. Mayor's/Business Permit</li> <li>2. PhilGEPS Platinum Membership</li> <li>3. Duly Notarized Omnibus Sworn Statement</li> <li>4. Audited Financial Statements</li> </ol>	
	<p><b>Approved Budget for the Contract: Php 100,000.00</b> <b>*Inclusive of taxes and delivery fee</b></p>	
	<p>Contact Person: <b>MR. ERNIE TESTON</b> Head, PMDU <a href="mailto:ernieteston@tourism.gov.ph">ernieteston@tourism.gov.ph</a></p>	
	<p>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:</p> <p>DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City</p>	
	<p>Note: Deadline of submission is on <b>November 15, 2022 at 10:00 AM</b></p>	

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**