


DEPARTMENT OF TOURISM
National Capital Region
Telefax: 84595200 local 212
Direct Line: 84595200 local 212
Email: dotncr.bac@tourism.gov.ph

Date: July 12, 2023

GENTLEMEN:

REQUEST FOR QUOTATION

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

QUANTITY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
7,000 <small>(SEVEN THOUSAND)</small>	PIECE	FABRICATION, SUPPLY AND DELIVERY OF CUSTOMIZED FILIPINO BRAND OF SERVICE EXCELLENCE PINS	
		<p>OBJECTIVE:</p> <p>To be awarded to Filipino Brand of Service Excellence Ambassadors who have successfully completed the Filipino Brand of Service Excellence Training for FY 2023</p>	
		TECHNICAL SPECIFICATIONS	
		<p>DESCRIPTION:</p> <ul style="list-style-type: none"> - Filipino Brand of Service Excellence Logo Pin <div style="text-align: center;">  </div> <ul style="list-style-type: none"> - FRONT FBSE Heart – design as shown above - SIZE 3.25cm diameter, 0.25cm thickness - STYLE Rounded - COLOR WHITE - MATERIAL Metal - BACK Safety Pin - PACKAGING Regular Box <p>PROPOSED BUDGET:</p> <p>PhP 30 x 7,000 pcs = PhP 210,000.00</p>	
		<p>SUPPLIER REQUIREMENTS:</p> <ul style="list-style-type: none"> • Enterprise/Establishment legally operating within Metro Manila that offers products of similar items • Rates include all applicable taxes and delivery fee • Must be willing to provide services on a send-bill arrangement/ government procedure • 15-20 working days upon receipt/signing of PO • Winning Bidder will be required to submit actual sample for evaluation and approval prior to mass production and delivery • Place of Delivery: New DOT Bldg., 351 Sen. Gil Puyat Avenue, Makati City 	
		<p>APPROVED BUDGET FOR THE CONTRACT (ABC)</p> <p>PESOS: TWO HUNDRED TEN THOUSAND (PhP 210,000.00) <i>(inclusive of VAT / applicable government taxes)</i></p>	

		<p>DOCUMENTARY REQUIREMENTS TO BE SUBMITTED:</p> <ol style="list-style-type: none"> 1. Current Mayor's/Business Permit 2. PhilGEPS Registration Number 3. Notarized Omnibus Sworn Statement <p>NOTE: <i>Bidders are required to submit sample of similar specifications, together with the documentary requirements,</i></p> <p><i>Non-submission of sample shall be ground for disqualification of bid</i></p>	
		<p>CONTACT PERSON: MARK RYAN J. ISIDRO mjsidro@tourism.gov.ph 8459-5200 local 223</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 three (3) original sets 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 July 17, 2023 at 8:00 am</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