

DEPARTMENT OF TOURISM
National Capital Region
Telefax: 8553-3530
Direct Line: 8553-3531/09202909993
Email: dotncr.bac@tourism.gov.ph

Date: August 29, 2024

GENTLEMEN:

REQUEST FOR QUOTATION

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

QTY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
1 (One)	Lot	PROJECT NAME: FABRICATION, SUPPLY AND DELIVERY OF CUSTOMIZED DEPARTMENT OF TOURISM – NATIONAL CAPITAL REGION TRAINING CERTIFICATES	
		<p>I. BRIEF BACKGROUND:</p> <p>The Department of Tourism-National Capital Region (DOT-NCR) envisions the region to be the premier tourist destination for foreign and domestic travelers visiting the country. With continuous promotions and marketing of tourist attractions, and tourism infrastructure development, DOT-NCR, under its Tourism Development Division-Industry Manpower Development Unit, continuously upskills the tourism frontline services through its human capital development programs.</p>	
		<p>II. OBJECTIVES:</p> <p>➤ To be awarded and given to the graduates/beneficiaries of DOT-NCR Training Programs who have successfully completed the seminar and trainings.</p>	
		III. SPECIFICATIONS / DELIVERABLES	
		<p>Delivery Term : 15-20 working days upon receipt/signing of PO</p> <p>Place of Delivery : Department of Tourism – National Capital Region (Beside Abraham Manila)7840 Makati Ave., Poblacion, Makati City</p>	
		<p>I. DESCRIPTION :</p> <p>DEPARTMENT OF TOURISM – NATIONAL CAPITAL REGION TRAINING CERTIFICATES</p> <p>Paper Size: A4 Size</p> <p>Paper Color: Cream</p> <p>Grammage: 120 gsm</p> <p>Border Line Design: Gold Foil Stamping Embossed</p> <p>Department of Tourism Logo: Gold Stamping (1" Diameter, Gold Foil Stamping Embossed) Metro Manila, It All Starts Here Logo: Printed in Full Color and High Resolution</p> <p>A. With Filipino Brand of Service Excellence Logo and Tourism Industry Skills Logo (4,000 pcs)</p> <p>B. Without Filipino Brand of Service Excellence Logo and Tourism Industry Skills (1,000 pcs)</p>	
		<p>II. SUPPLIER REQUIREMENTS:</p> <ul style="list-style-type: none"> • Rates include all applicable taxes and delivery fee • Must be willing to provide services on a send-bill arrangement/ government procedure • Qualified Bidders will be required to submit actual sample for evaluation and approval prior to mass production and delivery • Non-submission of sample shall be ground for disqualification of bid 	
		<p>LEGAL/TECHNICAL/DOCUMENTARY REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Mayor's Business Permit 2. PHILGEPS Membership 3. Omnibus Sworn Statement. 	

		Approved Budget for the Contract (ABC): Php 140,00.00 Pesos : One Hundred Forty Thousand Only <i>* inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon.</i> <i>Government procedure and subject to appropriate government taxes</i>	
		Contact Persons: Mr. MARK RYAN J. ISIDRO - mjisidro@tourism.gov.ph	
		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: DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 7840 Makati Avenue, Poblacion, Makati City	
		Note: Deadline of submission is on September 06, 2024 at 8:00am	

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)

Email ADDRESS

TIN: _____

LANDBANK ACCOUNT NUMBER

AUTHORIZED SIGNATURE OVER PRINT NAME