

DEPARTMENT OF TOURISM

National Capital Region
Telefax: 84595200 local 212
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Email: dotncr.bac@tourism.gov.ph

Date: May 19, 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
ONE (1)	UNIT	PRINTING SERVICES	
		OBJECTIVE: The DOT-NCR Regional Office is in need of a Printing Service for the regional office’s participation to Megaworld’s ‘Tara, Pasyal Na!’ slated on May 26 – 31, 2023 at Eastwood City, June 8 – 14, 2023 at Mckinley Hill, and July 13 – 16, 2023 at Newport Mall.	
		REQUIREMENTS/TECHNICAL SPECIFICATIONS	
		Tension Fabric Backdrop <ul style="list-style-type: none"> • Includes Tension Fabric Backdrop Mechanism with size of 6” x 7.5” • Includes printed fabric for the tension backdrop mechanism • 1 side printed, full colored • 2 Units with separate and different prints • 1 Unit/Set at 27,000 x 2 Units = Php 54,000.00 • Must be collapsible and reusable • With Bag or Packaging for easy storage • Can be straight or curved <p>Note: Supplier must be willing to engage in a send bill arrangement</p>	
		Delivery date: 1 st Unit – On or before May 25, 2023 2 nd Unit – On or before June 5, 2023	
		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	
		Documentary Requirements to be Submitted:	
		- Valid Mayor’s/Business Permit	
		- PhilGEPS Registration Number	
		- Omnibus Sworn Statement	
		Approved Budget: Php 54,000.00 PESOS : FIFTY FOUR THOUSAND <i>*inclusive of all government taxes and other fees</i>	
		CONTACT PERSON/S: Ms. Collins Karla E. Telmo – 09559030026 Ms. Jenny Anne Paul D. Gatus - 09270087344	
		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 2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City	
		Note: Deadline of submission is on May 23, 2023 at 8:00 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

NCR-ADMIN-PMD-004-00