

REPUBLIC OF THE PHILIPPINES
EMBASSY OF THE PHILIPPINES
BANGKOK, THAILAND

REQUEST FOR QUOTATION

The Philippine Embassy of Bangkok, Thailand, intends to procure office supplies and equipment. This request for quotation is being issued in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184, also known as the "Government Procurement Reform Act." The details of the supplies are as follows:

Name of Project : Procurement of Office Supplies

Location : Embassy Grounds, 760 Sukhumvit Road corner Soi Philippines
(30/1) Bangkok 10110, Thailand

Specification : (See attached Annex "A" for complete specifications)

Approved Budget : Seventy Thousand Baht (BHT 70,000.00)
for the Contract

Interested suppliers are required to submit their duly signed Price Quotation Form (Annex "A").

The deadline for submission of quotations is **on or before 5:00 P.M. of 15 February 2016**. Open quotations may be submitted in person or through facsimile at 760 Sukhumvit Road corner, Soi Philippines (30/1), Bangkok 10110, Thailand or Fax No. +662 2592809/2597373.

For inquiry, you may contact the Embassy at TeleFax No. +662 2590139 ext 129.

Very truly yours,

(Signed)
MARY VAL. R. ADIONG
Administrative Officer

PRICE QUOTATION FORM

8 February 2016

Philippine Embassy, Bangkok
 760 Sukhumvit Road cor., Soi Philippines (30/1)
 Bangkok 10110, Thailand

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Items	Unit / Quantity	Unit Price (THB)	Total Price (THB)
A4 bond paper (70 gsm)	12 packs		
F14 bond paper (70 gsm)(ALCOTT Pro)	20 reams		
Officemate Colour Paper (A4) (blue)	5 reams		
Correction Tape	10 pcs.		
Officemate notebook	15 pcs.		
Post it Note 2 colors per pack	20 packs		
Post it Note (pastel color)	10 packs		
Post it Note	10 packs		
Post it note marker	10 packs		
Scotch glue stick	3 packs		
Seminar file folder with fastener(A4) (COMIX A780)	20 packs		
Sheet Protector (Officemate) (A4)	2 packs		
2 ring binder – 1 inch (Officemate)	50 pcs.		
Folder A4 (blue)	4 packs		
Folder F4 (blue)	6 packs		
Lancer Clic 878 Ball Point Pen (black)	1 box		
Lancer Clic 878 Ball Point Pen (blue)	1 box		
YOYA C511 Gel Ink Pen (Blue)	2 packs		

YOYA c511 Gel Ink Pen (Black)	4 packs		
Inkjet- HP46 (black)	10 boxes		
Inkjet – HP46 (colored)	10 boxes		
Clear plastic folder (A4)	5 packs		
Clear Report Cover with binding Bar (A4) (ASST310)	5 packs		
Cloth Tape (black)	rolls		
Olympia electronic time recorder cassette ribbon (Ribbon 58)	2 boxes		
DR-2255 Brother	2 pcs		
Fax paper (210 x 30)	2 boxes		
Highlighter pen	2 boxes		
Index Tab	50 packs		
Note Verbale envelope	1 box		
Gold sticker (gold star)	1,000pcs.		
Red ribbon			
Eyelet	15 packs		
Car rag	5 pcs.		

(Amount in Words)

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name of Company

Name/Signature of Representative

Contact No.