

REPUBLIC OF THE PHILIPPINES  
**EMBASSY OF THE PHILIPPINES**  
BANGKOK, THAILAND

**REQUEST FOR QUOTATION**

The Philippine Embassy in Bangkok, Thailand, informs the general public that the Embassy 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 procurement are as follows:

Name of Project : Procurement of Office Supplies and Equipment

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

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

Approved Budget : One Hundred Forty Three Thousand Pesos (PHP 143,000.00).

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

The deadline for submission of quotations is **on or before 5:00 P.M. of 24 May 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 inquiries, you may contact the Embassy at TeleFax No. +662 2590139 ext 129.

Very truly yours,

(Signed)  
**ANNA MARIE SANTOS**  
Head, BAC Secretariat

## Annex "A"

## SPECIFICATIONS

Code No.	Items	Unit / Quantity	Unit Price (Php)	Total Price (Php)
5011430	A4 bond paper (70 gsm) (5 reams/pack)	20 packs		
5011130	F14 bond paper (70 gsm)(ALCOTT Pro)	10 reams		
131-1270	Correction Tape	2 packs		
100-1247	Liquid paper eraser	10 pcs.		
3011180(6025)	Scotch glue stick	10 pcs.		
5001571	Sticker Paper (A4)	1 pack		
300-1322	Transparent Tape	3 packs		
300-1324	Transparent tape	5 packs		
318-0100	Packing Tape	4 pcs.		
6111071	Seminar file folder with fastener(A4) (COMIX A780)	10 packs		
600-3921	Sheet Protector (A4)	1 box		
155249	Folder – A4	4 packs		
155250	Folder-F14	10 packs		
100-5460	UBA-188 Roller Ball Pen (0.5)	20 pcs.		
100-5459	UBA-188 Roller Ball pen (0.5)	20 pcs.		
100-5463	UMN-307 Gell Ink Pen (0.7)	20 pcs.		
100-5464	UMN-307 Gell Ink Pen(0.7)	20 pcs.		
100-5376	1015 Ball Point Pen (blue)	1 pack		
100-4711	Gell Ink Pen (black)	1 pack		
207-1810(1427)	Scissors (Scotch)	3 pcs.		
600-4054	Clear plastic folder	5 packs		
6004057	Plastic folder (light blue)	2 packs		
6004058	Plastic folder (blue)	2 packs		
6004059	Plastic folder (purple)	2 packs		
6004055	Plastic folder (orange)	2 packs		
6004056	Plastic folder (green)	2 packs		
6004061	Plastic folder (red)	2 packs		
620-0680	Metal fastener	3 boxes		
620-0580	Plastic fastener	3 boxes		
4149762	Inkjet- HP46 (black)	20 boxes		
4149763	Inkjet – HP46 (colored)	20 boxes		
153138	Canon ink cartridge 303	3 pcs.		
200-2729	Plastic ID case/holder	50 pcs.		
200-3511	Soft card holder	10 packs		
5202660	Index Tab	50 boxes		
708-0160	Pins	1 box		
5005018	Colored paper (blue)	1 pack		
500-5005	Colored Paper (cream)	1 pack		
3001343	Tape dispenser	2 pcs.		
803-0360	AAA Battery (energizer)	5 packs		
800-0241	AA Battery (energizer)	5 packs		
803-1660	Panasonic alkaline battery (AA)	5 packs		
803-1670	Panasonic alkaline battery (AAA)	5 packs		

723-1290	Plastic binding spine	3 packs		
200-3476	Brochure holder	3 pairs		
4002110	Wireless optical mouse	2 pcs.		
A00-3974	Executive chair	1 pc.		
A00-7158	Office chair	1 pc.		
103-1680	Ball point Pen with Desk Stand	2 pcs.		
	Ink for thumb marks (NBI)	1 btl.		
	Roller for thumb marks (NBI)	1 pc.		
	Red Ribbon	50 rolls		
	Embassy letterhead A4	20 reams		
	Embassy letterhead F4	5 reams		
	Gold sticker	1,000 pcs.		

## Annex "B"

## PRICE QUOTATION FORM

16 May 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:

Code No.	Items	Unit / Quantity	Unit Price (Php)	Total Price (Php)
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5001571	Sticker Paper (A4)	1 pack		
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100-5459	UBA-188 Roller Ball pen (0.5)	20 pcs.		
100-5463	UMN-307 Gell Ink Pen (0.7)	20 pcs.		
100-5464	UMN-307 Gell Ink Pen(0.7)	20 pcs.		
100-5376	1015 Ball Point Pen (blue)	1 pack		
100-4711	Gell Ink Pen (black)	1 pack		
207-1810(1427)	Scissors (Scotch)	3 pcs.		
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6004057	Plastic folder (light blue)	2 packs		
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	Red Ribbon	50 rolls		
	Embassy letterhead A4	20 reams		
	Embassy letterhead F4	5 reams		
	Gold sticker	1,000 pcs.		
<b>TOTAL</b>				

(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.