



Embassy of the Republic of the Philippines
Ambassade de la République des Philippines
Paris

Date: 11 JUL 2021

REQUEST FOR QUOTATION OF PRICES

Sir:

Please submit your lowest price quotation for the following items individually described below, subject to the following conditions:

1. Quotations submitted to this Office will be considered as the final offer. Product catalogues shall be accepted as final quotation. In the event that the price is acceptable, a properly accomplished and approved Purchase Order or Job Order will be served to the supplier/contractor.
2. The declared price shall be in *Delivered Duty Paid (DDP)* in the Philippine Embassy in Paris. **All taxes, levies and duties, freight and transport charges shall be borne by the supplier.** Any Foreign Exchange gain or loss shall also be shouldered by the supplier.
3. Delivery shall be made 15 days after the date of the Purchase Order and will be subject to inspection of the Embassy or its duly authorized representative.
4. Payment will only be effected upon strict compliance with the prescribed government procurement law. All payments shall be made through cheque in Euros.
5. The validity period of the prices quoted must appear in the quotation.
6. Quotations must be sent to parispe.property@gmail.com on or before 16 July 2021 at 9:00 Paris Time.

UNIT	PARTICULARS	QUANTITY	AMOUNT	TOTAL
OFFICE SUPPLIES				
Ream	A4 Bond Paper	80		
Roll	Packing Tape	12		
Piece	Staple Remover	6		
Box	Staple Wire	10		
Piece	Stapler	6		
Pack	A4 Brown Mailing Envelope (250/pack)	3		
Piece	Sign Here Tabs	10		
Piece	Pentel Pen (Black)	10		
Piece	Sign Pen Black	20		
Piece	Correction Strip	20		
Pack	Post It 38mm x 51mm	24		
Pack	Post It 76mm x 127mm	24		
Pack	Post It 76mm x 76mm	24		
Box	Binder Clip 19mm	24		
Box	Binder Clip 24mm	24		
Pack	White Filler Paper	2		
Pack	Adhesive Tape 50mm x 66mm	20		
Pack	Bristol A6 Paper	6		
OTHER OFFICE SUPPLIES				
Pack	Tank Deodorizer	5		
Pack	toilet bowl cleaner	10		
Piece	Air Freshener	10		
Pack	Urinal perfume	2		
Bottle	Declogging liquid	3		
Pack	Dishwashing Sponge	2		
Bottle	Dishwashing Liquid (5L)	2		
Bottle	Alcogel	2		
Bottle	Javel (5L)	3		
Roll	Kitchen Napkin	12		
Pack	Garbage Bag 100L	4		
Pack	Wet Wipes	8		
NOTHING FOLLOWS			TOTAL	

APPROVED BUDGET FOR THE CONTRACT (2,500.00 EUROS)


MARK MICHAEL VINCENT L. MARBELLA
 Canvasser
 Property Officer


HANS MOHAIMIN L. SIRIBAN
 Chair
 Bids and Awards Committee

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