



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
CONSULADO GENERAL DE LA REPÚBLICA DE FILIPINAS
Barcelona

REQUEST FOR QUOTATION

23 November 2023

Sir/Madame:

The Philippine Consulate General in Barcelona would like to request quotations for the procurement of various office supplies for the year 2023 for the on-going Overseas Voters Registration in the Consulate.

Please see the **Annex A** for the list of items to be procured.

The procurement project is in accordance with the requirement of the Republic Act No. 9184, otherwise known as the "Government Procurement Report Act of 2003", and the GPPB Resolution No. 28-2017 or the Guidelines on Projects to be Procured and Performed Overseas.

TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required;
2. Price quotation shall include all taxes, duties and/or levies payable;
3. The Approved Budget for the Contract is **2.108,18 €**
4. Payment shall be made through bank transfer after the receipt of the bill.
5. Please submit quotation on or before **27 November 2023, Monday** via email at barcelona.pcg@dfa.gov.ph;
6. For further information please call 931.038.247.

Sincerely yours,




RAISA A. MABAYO
BAC Chairperson



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ANNEX A

| UNIT | ITEM/DESCRIPTION | QUANTITY |
|-------------|--|----------------------|
| ream | BOND PAPER A4; 75gsm | 130 |
| piece | STAPLER staples up to 25 sheets of paper (80 g/ m ²) | 5 |
| box | STAPLE WIRE box of 100; 24/ galvanized staples | 42 |
| box | PEN; 1mm blue; box of 100 black; box of 100 | 5 5 |
| piece | SIGN PEN; 0.7mm blue black red | 50 50 50 |
| piece | SIGN PEN; 0.7mm; retractable blue black red green | 24 24 24 24 |
| piece | CORRECTION TAPE 12m x 4.2mm | 70 |
| pack | RUBBER BAND 150mm 120mm 80mm | 3 3 3 |
| piece | SELF-INK STAMPS personalized 47 x 18 mm | 5 |