



RFQ BCN-20-2024

18 October 2024

REQUEST FOR QUOTATION

Sir/Madame:

The Philippine Consulate General in Barcelona would like to request for quotation for the procurement of:

Procurement of Other Office Supplies and ICT Office Supplies

Specifications: See Annex A.

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 **3,700.00 €**;
4. Payment shall be made through bank transfer after receipt of the bill.
5. Please submit quotation on or before **23 October 2024, Wednesday** via email at barcelona.pcg@dfa.gov.ph;
6. For further information please call 931.038.247



Sincerely yours,

RAISA A. MABAYO

Bids and Awards Committee
Chairperson



ANNEX A

OTHER SUPPLIES				
1	LIQUID HAND SOAP	5 liters	jug	2
2	CLEANER, MULTIPURPOSE	5 liters	jug	5
3	BLEACH	2 liters; pack of 6	bottle	1
4	WOOD POLISHER	500 ml	bottle	5
5	FLOOR CLEANER	5 liters	jug	5
6	TOILET CLEANER	5 liters	jug	3
7	TOILET BOWL CLEANER	750 ml	bottle	5
8	DISHWASHING LIQUID	5 liters	jug	3
9	DISINFECTANT	750 ml	bottle	5
10	AIR FRESHENER	300 ml	bottle	5
11	MICROFIBER CLOTH	pack of 5	pack	3
12	TRASH BAG	120L	roll	10
		50L	roll	10
		30L	roll	10
13	MOP BUCKET	12L capacity	piece	2
14	GLUE GUN STICK	22 pieces per pack; white; 8mm	pack	3
15	CUTTER	18mm	piece	5
16	BUBBLE WRAP	100m x 75cm	roll	1
17	STAMP PAD	90x 160mm ; black	piece	3
18	BATTERY	AA, pack de 20	pack	2
		AAA, pack de 20	pack	2
19	CORRECTION TAPE	length: 12m	piece	50
20	TISSUE DISPENSER		unit	1
21	TOILET PAPER	207m	pack	1
ICT OFFICE SUPPLIES				
22	INK TONER	305 xl black	piece	10
23		305 tri-color	piece	5
24	CARD PRINTER TONER	YMKCO; 200 image print; compatible with ZC100/ZC300 card printer	piece	25
25	CARD PRINTER CLEANING KIT	2 kits per pack	piece	10
26	COMPACT DISC	700mb non-rewriteable; 10 pcs per pack with jewel	pack	10



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
CONSULADO GENERAL DE LA REPÚBLICA DE FILIPINAS
BARCELONA, SPAIN



		case		
27	FLASH DRIVE	32gb; supports USB 2.0 and 3.0	5	piece
28	USB HUB	4 ports; USB-C to USB-A; compatible to different OS	unit	2
29	EXTENSION CORD	4 power outlets; retractable; 15 meters	unit	2
SEMI-EXPENDABLE-ICT EQUIPMENT				
30	PROJECTOR SCREEN	foldable	unit	1
31	WEB CAMERA	1080p HD; usb	unit	3
32	DESK MOUNT STAND	rotating mount for desk	unit	2
33	MONOPOD BASE STAND	extendable monopod	unit	1