

**REQUEST FOR QUOTATION
FOR THE PROCUREMENT OF REGULAR OFFICE SUPPLIES
FOR THE PHILIPPINE EMBASSY IN CANBERRA FOR THE 3RD QUARTER OF
CALENDAR YEAR 2017**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Eight Thousand One Hundred Two Dollars and Sixty Eight Cents (A\$8,102.68) only, being the Approved Budget for the Contract (ABC) to payments under the contract for the procurement of regular office supplies for the 3rd quarter of Calendar Year 2017.
2. The Philippine Embassy in Canberra Bids and Awards Committee (BAC) now invites submission of quotations for the aforementioned procurement, described as follows:

Date	Specifications	Approved Budget for the Contract
04 August 2017	<i>Please see attached list of office supplies.</i> <i>All quotes must be inclusive of GST</i>	A\$8,102.68

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office on or before 04 August 2017 located at 1 Moonah Place Yarralumla ACT 2600 or email address cbrpe@philembassy.org.au.
4. The Philippine Embassy reserves the right to accept or reject any quotations, and to reject all quotations at any time prior to contract award, without incurring any liability to the affected supplier(s)/contractor(s).
5. For further information, please contact:
BAC Secretariat
Philippine Embassy in Canberra
1 Moonah Place Yarralumla, ACT 2600
Tel. No. 2823-8500; Fax No. 2866-9885
Email address: cbrpe@philembassy.org.au


NINA F. CAINGLET
BAC Chairperson

31 July 2017, Canberra

PHILIPPINE EMBASSY, CANBERRA, AUSTRALIA
QUOTATION FOR OFFICE SUPPLIES

STOCK NO.	UNIT	ITEM/DESCRIPTION	QTY	PRICE PER UNIT/ PACK	TOTAL PRICE
BC-001	BOX	PAPER CLIP SILVER 28MM (SMALL) PK180	3		
BC-002	BOX	PAPER CLIP SILVER 33MM (BIG) PK150	3		
BC-003	PACK	FOLD BACK (BINDER) CLIPS (SMALL) PK20	3		
BC-004	PACK	FOLD BACK (BINDER) CLIPS (LARGE) PK12	3		
BK-001	PIECE	SPIRAZ RED/BLACK RECORD BOOK/JOURNAL A4 200PG	10		
BK-002	PACK	SPIRAZ NOTEBOOK A4 PK6	2		
BT-001	PACK	ENERGIZER BATTERY AA PK24	1		
BT-002	PACK	ENERGIZER BATTERY AAA PK24	1		
CE-001	PACK	LIQUID PAPER CORRECTION PEN PK3	3		
CE-002	PACK	CORRECTION TAPE PK2	2		
CE-003	BOTTLE	CORRECTION FLUID 20ML	7		
CE-004	PACK	FABER-CASTELL/STAEDTLER ERASER PK2	5		
CT-001	PIECE	SCISSORS TITANIUM 8-INCH	4		
EN-001	PACK	ENVELOPE WHITE (DL) PK100	5		
EN-002	PACK	ENVELOPE WHITE (C5) PK50	6		
EN-003	PACK	ENVELOPE WHITE (C4) PK100	6		
EN-004	PACK	ENVELOPE BROWN (C4) PK100	5		
EN-005	PACK	ENVELOPE BROWN (C5) PK50	1		
EN-006	PACK	ENVELOPE BROWN (B4) PK50	4		
FL-001	PACK	FOLDER BUFF (A4/SHORT) PK10	12		
FL-002	PACK	FOLDER BUFF (LONG/FOOLSCAP) PK50	30		
FL-003	PIECE	DISPLAY BOOK A4 (BLACK)	25		
FL-004	PIECE	DISPLAY BOOK A4 (BLUE)	13		
FL-005	PIECE	DISPLAY BOOK A4 (RED)	13		
FS-001	PIECE	ARCH FILE 2-HOLES (A4/SHORT)	61		
FS-002	PIECE	ARCH FILE 2-HOLES (LONG/FOOLSCAP)	50		
FS-003	BOX	STAPLE WIRE 26/6 PK5000	10		
FS-004	PIECE	STAPLE REMOVER	3		
FS-005	PIECE	STAPLER (METAL HALF STRIP)	2		
FS-006	PACK	ARNOSS FASTENER (METAL) PK50	2		
FS-007	PACK	SHEET PROTECTOR (A4) PK300	2		
FS-008	PACK	LABEL (STICKER) PK100	2		
FS-009	PACK	STICKER PAPER A4 PK100	1		
FS-010	PIECE	PUNCHER (2-HOLE)	2		
FS-011	PIECE	FLAT FILE A4 BLACK (PLASTIC FOLDER)	80		
IC-001	PIECE	CANON INK 511 (COLOR)	5		
IC-002	PIECE	CANON INK 512 (BLACK)	9		
IC-003	PIECE	CANON INK 513 (COLOR)	5		
IC-004	PACK	EPSON 277XL VALUE PACK	2		
IC-005	PIECE	EPSON 277XL INK BLACK/MAGENTA/L MAGENTA/CYAN/L CYAN/YELLOW	6		
IC-011	PACK	CANON CLI-526 & PGI-525 VALUE PACK INK	5		
IC-017	PIECE	CANON PGI-525 BLACK INK	8		
IC-018	PACK	CANON CLI-521 & PGI-520 VALUE PACK OR 521 PLUS PACK	2		
IC-023	PIECE	CANON PGI-520BK BLACK	2		
IS-001	PIECE	USB STICK 8G	5		
IS-002	PIECE	USB STICK 16G	6		
JS-001	PACK	TOILET PAPER 2PLY 400SH PK48	7		

JS-002	PACK	KLEENEX HAND TOWEL (LIVI) 120SH PK20	3		
JS-003	BOTTLE	PALMOLIVE ULTRA DISHWASH 750ML	12		
JS-004	BOTTLE	AJAX SPRAY & WIPE 500ML	12		
JS-006	CAN	AIR WICK AIR FRESHENER	12		
JS-007	BOTTLE	WINDEX GLASS CLEANER 750ML	9		
JS-008	BOTTLE	WHITE KING ULTRA BLEACH 2.5KG	4		
JS-010	PACK	TRASH BAG 34L PK50	9		
JS-011	BOTTLE	LONG LIFE MOP & GLO 1LITER	8		
JS-012	PACK	TRASH BAG 33GAL PK50	6		
JS-013	BOTTLE	HANDWASH LIQUID ALOE & CHAMOMILE 2L	4		
OS-001	PIECE	UHU GLUE STICK 40G	41		
OS-002	PACK	"SIGN HERE" STICKER PK2	7		
OS-003	PACK	LAMINATING POUCHES A4 PK100	1		
OS-004	PACK	BOSTIK BLUE TACK 75G	6		
OS-005	PACK	PLASTIC RESEALABLE BAGS 180X180MM PK100	2		
OS-006	PACK	PLASTIC RESEALABLE BAGS 305X440MM PK25	2		
OS-007	BOX	FACIAL TISSUE 2PLY 224SH	16		
OS-008	PIECE	GIFT BAG (SMALL)	10		
OS-009	PIECE	GIFT BAG (BOTTLE BAG)	10		
OS-010	PIECE	GIFT BAG (LARGE)	15		
OS-013	PIECE	CALCULATOR DIGITAL DUAL SOLAR/BATTERY 10-DIGIT	1		
PN-001	PACK	PAPERMATE KILOMETRICO PEN REGULAR (BLACK) PK50	1		
PN-002	PACK	PAPERMATE KILOMETRICO PEN REGULAR (BLUE) PK50	1		
PN-003	PACK	PAPERMATE KILOMETRICO PEN REGULAR (RED) PK12	1		
PN-004	PACK	UNIBALL SIGN PEN BLACK (0.7MM) PK4	6		
PN-005	PACK	UNIBALL SIGN PEN BLUE (0.7MM) PK4	6		
PN-006	PIECE	UNIBALL SIGN PEN BLACK (0.5MM)	6		
PN-007	PACK	UNIBALL SIGNO 207 BLACK RETRACTABLE TIP 0.7MM PK12	2		
PN-008	PIECE	UNIBALL GEL PEN BLACK	6		
PN-009	PACK	STAEDTLER PENCIL 0.5MM PK100	1		
PN-010	PIECE	STABILO BOSS PEN HIGHLIGHTER	7		
PN-011	PIECE	ARTLINE PERMANENT MARKER (PENTEL PEN) BLACK/BLUE/RED	12		
PP-003	PACK	QUILL PARCHMENT PAPER 58 90GSM PK100	5		
PP-004	PACK	QUILL PARCHMENT PAPER 90GSM (BLUE) PK25	5		
PP-005	PACK	QUILL PAPER THICK 200GSM PK100	4		
PP-007	PACK	POST-IT STICKY NOTE (SMALL) - POST IT PK12	1		
PP-008	PACK	POST-IT STICKY NOTE (BIG) - POST IT PK6	3		
PP-009	PIECE	HP PHOTO PAPER A4 (GLOSSY)	2		
RS-001	PACK	PAPER TOWEL ROLLS PK6	5		
RS-002	PACK	PLASTIC CUP 180ML PK1000	1		
RS-003	PACK	PLASTIC PLATE 22CM PK40	6		
RS-004	PACK	FOAM CUPS 237ML PK288	1		
RS-005	PACK	PK1000 WOODEN STIRRER STICK PK1000	1		
RS-006	PACK	SUGAR BROWN 2KG	3		
RS-007	BOTTLE	COFFEEMATE COFFEE CREAMER/WHITENER PK400	6		
RS-008	PACK	ARNOTTS JATZ ORIGINAL 225G	6		
RS-013	CAN	KS REGULAR PEANUTS	3		
RS-014	BOX	ARNOTTS ASST CREAMS 1.5KG	4		
RS-015	BOX	ARNOTTS CLASSIC ASSORTED 1.5KG	4		
RS-016	PACK	ARNOTTS TIMTAM 330MG	2		
RS-017	PACK	ANSELL DISPOSABLE GLOVES PK100	2		

SD-001	PIECE	DESKMATE STAMP PAD	3		
SD-002	PIECE	DESKMATE STAMP PAD INK FOR MINI DATER	6		
SD-003	BOTTLE	DESKMATE STAMP PAD INK BLACK	3		
SD-004	BOTTLE	DESKMATE STAMP PAD INK BLUE	3		
TC-001	PIECE	BROTHER TN-1070 TONER BLACK	6		
TP-001	PACK	TAPE TRANSPARENT 1" PK6	2		
TP-002	PACK	TAPE TRANSPARENT 3" CLEAR PK6	1		
TP-003	PACK	TAPE TRANSPARENT 3" BROWN PK6	1		
TP-004	ROLL	TAPE DOUBLE SIDED 1"	3		
TP-005	PIECE	TAPE DISPENSER LARGE	3		
		TOTAL			