

**REQUEST FOR QUOTATION
FOR THE LEASE OF ICT EQUIPMENT (DESKTOP PCs) FOR THE PHILIPPINE
EMBASSY IN CANBERRA FOR A PERIOD OF TWELVE MONTHS**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Twenty-Five Thousand Australian Dollars only (A\$25,000.00), being the Approved Budget for the Contract (ABC) for the lease of ICT Equipment (Desktop PCs) for the Philippine Embassy in Canberra for a period of twelve months.
2. The Philippine Embassy in Canberra Bids and Awards Committee (BAC) now invites submission of quotations for the aforementioned procurement, described as follows:

Specifications	Approved Budget for the Contract
Lease of 7 Desktop PCs with 256 GB Lease of 1 Desktop PC with 480 GB Lease of Office 2016 Professional Plus <i>Inclusive of damage waiver.</i> <i>Lease term from 02 January 2021 to 01 January 2022</i> <i>All quotes must be inclusive of GST</i>	A\$25,000.00

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 3 December 2020** 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. (02) 6273 2535; Fax No. (02) 6273 3984
Email address: cbrpe@philembassy.org.au


AIAN A. CARINGAL
BAC Chairperson

25 November 2020, Canberra