

**REQUEST FOR QUOTATION  
FOR THE LEASE OF ICT EQUIPMENT (TWO DESKTOP PCs) FOR PHILIPPINE  
EMBASSY IN CANBERRA FOR JUNE TO DECEMBER 2021**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Four Thousand Australian Dollars (A\$4,000) only, being the Approved Budget for the Contract (ABC) to payments under the contract for the lease of ICT equipment (two desktop PCs) for June to December 2021 (7 months).
2. The Philippine Embassy in Canberra Bids and Awards Committee (BAC) now invites submission of quotations for the aforementioned procurement, described as follows:

<b>Specifications</b>	<b>Approved Budget for the Contract</b>
Lease of two (2) units of Desktop PCs with the following specifications: 1. All in One Desktop PC Core i5 CPU 16gb RAM, 256GB HDD, DVD-RW, Wifi; 2. 2 keyboards; 3. 2 mouse; and 4. 2 Office 2016 Professional Plus  <i>Inclusive of damage waiver</i>  <i>Lease term from 02 June to 01 January 2022</i>  <i>All quotes must be inclusive of GST and delivery</i>	A\$4,000.00

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 14 May 2021** located at 1 Moonah Place Yarralumla ACT 2600 or email address [cbrpe@philembassy.org.au](mailto: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](mailto:cbrpe@philembassy.org.au)

  
**AIAN A. CARINGAL**  
 BAC Chairperson

05 May 2021, Canberra