

**REQUEST FOR QUOTATION
FOR THE PROCUREMENT OF REGULAR OFFICE SUPPLIES FOR THE
PHILIPPINE EMBASSY IN CANBERRA FOR JULY TO SEPTEMBER 2021**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of One Thousand Three Hundred Australian Dollars (A\$1,300.00) only, being the Approved Budget for the Contract (ABC) for payment under the contract for the procurement of regular office supplies for July to September 2021.
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 (ABC)
06 July 2021	<i>Please see attached list of Office Supplies.</i> <i>All quotes must be inclusive of GST</i>	AU\$ 1,300.00

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 14 July 2021** 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) 6273-2535/6; Fax No. (02) 6173-3984
Email Address: cbrpe@philembassy.org.au


AIAN A. CARINGAL
BAC Chairperson

06 July 2021

**PHILIPPINE EMBASSY
CANBERRA, AUSTRALIA**

2021 Q3 OFFICE SUPPLIES

STOCK NO.	ITEM/DESCRIPTION	UNIT	ORIG QTY
BK-004	NOTEBOOK MARBIG 18962 HARD COVER A5 200PG	PIECE	4
FS-003	STAPLES PREMIER 6MM NO.56 26/6 BX5000	PACK	10
JS-001	TOILET PAPER ROLL PREMIUM 2-PLY INDIVIDUALLY WRAPPED CTN48	PACK	3
JS-002	HAND TOWEL INTERLEAVED REGAL GOLD LARGE PK20 21X30.5CM 120 SHEETS/PACK	PACK	4
JS-006	AIR WICK AIR FRESHENER	CAN	4
JS-011	HANDWASH LIQUID ALOE & CHAMOMILE 2L	BOTTLE	4
JS-016	HAND SANITISING GEL 500ML	BOTTLE	12
OS-006	PLASTIC RESEALABLE BAGS 180X180MM OR 150X230MM PK100	PACK	12
PN-009	UNIBALL GEL IMPACT PEN BLUE 1.0MM UM-153S	PIECE	12
PP-001	ASPIRE PAPER A4 80GSM CARBON NEUTRAL WHITE 5 REAMS PER BOX	BX5	20
PP-003	QUILL PARCHMENT PAPER 58 (NATURAL) 90GSM PK100	PACK	2
PP-007	SELF-STICK NOTES 34.9X47.6MM YELLOW PK12 PADS	PACK	1
PP-008	SELF-STICK NOTES 76X76MM YELLOW PK12 PADS	PACK	1
RS-001	NAPKIN TORK LUNCHEON 2PLY 321X315MM WHITE PK100	PACK	6
RS-003	PLASTIC CUP 180ML PK1000	BOX	2
TP-001	TAPE TRANSPARENT 24MM X 50M CLEAR PK6	PACK	1
TP-002	TAPE TRANSPARENT 48MM X 50M CLEAR PK6	PACK	1