

**REQUEST FOR QUOTATION
FOR THE LEASE OF FOUR LAPTOPS FOR
THE PHILIPPINE EMBASSY IN CANBERRA FOR ONE MONTH**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Nine Hundred Australian Dollars (A\$900.00) only, being the Approved Budget for the Contract (ABC) to payments under the contract for the lease of four (4) laptops for one month from 12 October to 11 November 2021.
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 four laptops with the following specifications: 1. With Office 2019; 2. With built in camera. <i>All quotes must be inclusive of GST and delivery</i>	A\$900.00

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 07 October 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; Fax No. (02) 6273 3984
Email address: cbrpe@philembassy.org.au



NICOLE THERESE A. DE CASTRO
BAC Chairperson

29 September 2021, Canberra