



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
菲律宾共和国驻厦门总领事馆
XIAMEN

RFQ-XN-2025-02-002

REQUEST FOR QUOTATION

Dear Sir/Madam,

The Philippine Consulate General in Xiamen, PROC intends to procure various office supplies and would like to request for a quotation from your company.

Name of Project : Procurement of Various Office Supplies
Location : Philippine Consulate General Grounds, No. 4 Consulate Road, Siming District, Xiamen City, PROC
Terms of Reference : Please see attached
Approved Budget : Not to exceed RMB 8,500

Deadline for Submission of Quotation : 5:00pm , 10 February 2025

Quotations must be delivered to the address mentioned above or e-mailed to xiamenpcg@dfa.gov.ph or xiamenpcg.procurement@yahoo.com on or before the deadline of submission of quotations.

The Consulate General of the Philippines reserves the right to accept or reject any quotation, and to reject all quotations at any time prior to award of contract, without thereby incurring any liability to the affected suppliers.

For further information, please contact:

BIDS AND AWARDS COMMITTEE SECRETARIAT
Philippine Consulate General, Xiamen
No. 4 Consulate Road, Siming District,
Xiamen City, PROC
Tel Nos. (+86-592) 5130355 / 5130366
Fax Nos (0086) 592-5530803

Very truly yours,


FAITH P. BAUTISTA
BAC Chairperson

04 February 2025

No 4 Consulate Road, Siming District, Xiamen City, P.R.C. 361008
Tel No. +86 (592)-513-0355, 513-0366 Fax: + 86 (592)-513-0803
Email: xiamen.pcg@dfa.gov.ph Website: xiamenpcg.dfa.gov.ph

PRICE QUOTATION FORM

04 February 2025

Philippine Consulate General, Xiamen
 No. 4 Consulate Road, Siming District,
 Xiamen city, 361009
 Fujian Province, PROC

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

PARTICULARS	Quantity	CONTRACT PRICE
1. Bond Paper	200 reams	
2. Binder clip, #4/25mm	10 boxes	
3. Sign pen, black	24 pieces	
4. Sign pen, red	12 pieces	
5. Ballpen, black	24 pieces	
6. Ballpen, blue	24 pieces	
7. Dater (ten years)	10 pieces	
8. Chop (text; " Original Seen"	2 pieces	
9. Chop for the name of new Admin Officer (text:"Maria Rizarem A. Apolonio"	2 pieces	
10. Chop for the name of new Consul [text : "Charleson C. Hermosura"], black ink	2 pieces	
11. Stamp pad ink, black	3 bottle	
12.Red ribbon	100 rolls	

(Amount in Words)

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name of Company

 Name/Signature of Representative

 Contact No.

No 4 Consulate Road, Siming District, Xiamen City, P.R.C. 361008
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