

REPUBLIC OF THE PHILIPPINES
EMBASSY OF THE PHILIPPINES
SINGAPORE, SINGAPORE

REQUEST FOR QUOTATION

The Philippine Embassy in Singapore will undertake procurement for “Lease to Own of Various Office Equipment for the Official Use of the Philippine Embassy” in accordance with Section 53.9 of the Implementing Rules and Regulations of the Republic Act No. 9184. The details of the project/activity/program are as follows:

Name of the Project: Lease to Own of Various Office Equipment
for the Official Use of the Philippine
Embassy located at 20 Nassim Road,
Singapore 258395

Qty	Equipment Information
04	HP Officejet 6100 ePrinter
10	HP 20-2025d all in One Desktop PC
02	HP Pavillion 15-n 235tx Notebook PC
01	APC Smart-UPS 2200va & serial 230v
12	Symc EndPoint Protection SBE 2013

Contract Duration: One (1) Month upon signing of Job Order

Interested suppliers are required to submit their duly signed Price Quotation Form (Annex “A”).

Submission of quotation is on or before 5:00 p.m. of the 30th of January 2015. Open quotations may be submitted, manually or through facsimile at 20 Nassim Road, 258395 Singapore or e-mail to php@philembassysg.org attention to Ms. Rachel M. Osi or Elizabeth M. Margallo.

For inquiry, you may contact the Philippine Embassy at telephone number 67373977 ext. 116.

Very truly yours,

RACHEL M. OSI
Administrative Officer

PRICE QUOTATION FORM

14 January 2015

Philippine Embassy
20 Nassim Road
258395 Singapore

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:

Name of Project	Qty	Equipment Information
Lease to Own of Various Office Equipment for the Official Use of the Philippine Embassy located at 20 Nassim Road, Singapore 258395	04	HP Officejet 6100 ePrinter
	10	HP 20-2025d all in One Desktop PC
	02	HP Pavillion 15-n 235tx Notebook PC
	01	APC Smart-UPS 2200va & serial 230v
	12	Symc EndPoint Protection SBE 2013

(Amount in words) _____

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

Very truly yours,

Name of the Company

Name/Signature of Representative

Contact Number