



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES SINGAPORE

RFQ-2023-12-08

12 December 2023

Dear Sir/Madam,

Greetings!

The Philippine Embassy in Singapore intends to procure the various office supplies for overseas voting registration: black pens, blue pens, A4 paper, correction tape, correction tape refill and clipboard (preferably black). As such, we are requesting quotations and bids from reputable companies.

Should your company be interested, kindly contact Maria Clorinda Bonabon - Dankers at property.sgpe@gmail.com and prepare a quotation using the attached Price Quotation Form (Annex A).

Thank you.

Sincerely yours,

(Original Signed)

Maria Clorinda Bonabon - Dankers
Property Officer

**ANNEX A
PRICE QUOTATION FORM**

Date :

To : **Maria Clorinda Bonabon - Dankers**
Property Officer
Embassy of the Philippines - Singapore
Level 16 Units 12A 13/14 Triple One Somerset Building
111 Triple One Somerset Singapore 238164

Sir/Madam,

After having carefully read and accepted the terms and conditions in the **Request for Quotation for Various office supplies for overseas voting registration: black pens, blue pens, A4 paper, correction tape, correction tape refill and clipboard (preferably black)**, hereunder is our quotation as follows:

TOTAL AMOUNT:

Amount in words and figures:

_____ SINGAPORE DOLLARS

(SGD _____)

Inclusions:

Very truly yours,

Full Name and Signature
of Representative:
Designation:
Official Company Name:
Contact Number:
Email Address:

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