



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

**OFFICE OF THE UNDERSECRETARY FOR MULTILATERAL AFFAIRS
AND INTERNATIONAL ECONOMIC RELATIONS**

REQUEST FOR QUOTATION OF PRICES

20 October 2021

Sir/Madam,

The Office of the Undersecretary for Multilateral Affairs and International Economic Relations – Department of Foreign Affairs (OUMAIER-DFA) would like to request a quotation from your company for the following items specified below:

Qty	Unit	Description	Unit Cost	Total Cost
20	box	Sign pen gel 1.0 blue (12s)		
15	box	Sign pen gel 1.0 black (12s)		
10	pack	PVC black binding presentation (back cover) A4, size 230gsm (100s)		
10	pack	Clear binding presentation cover (front cover) PVC A4 size 230gsm (100s)		
200	piece	Binding folder (arcfile) legal size 2 holes 3 inches thick black		
200	piece	A4, blue PVC Presentation file folder plastic		
200	piece	FS blue PVC Presentation file folder plastic		
50	piece	FS, 216x330mm, Certificate folder gray		
60	piece	A4 Certificate holder , Gray		
5	pack	Label sticker A4 (100s)		
120	piece	Glue stick		
35	piece	Double adhesive tape 1inch		
40	pack	Sticky flag please sign here (yellow 1in wide)		
50	pack	Sticky note flag tabs (plain)		
		xxxxxxxxxxx		
			TOTAL ABC	PHP 130,927.50

Kindly submit a signed quotation not exceeding the Approve Budget for the Contract (ABC) **on or before Monday, 25 October 2021 at 12:00 n.n.**

Company Name / Supplier : _____
Contact Person : _____
Contac Number : _____
Address : _____
Email Address : _____

RONALD MANTARING
Canvasser/ OUMAIER Property Officer
OUMAIER-DFA
Tel No. +632 88343057
Email: ronald.mantaring@dfa.gov.ph

2330 Roxas Blvd., Pasay City, 1300 Philippines
Tel. No. 834 – 4000
www.dfa.gov.ph