



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES

フィリピン共和国大使館

TOKYO, JAPAN

REQUEST FOR QUOTATION

The Philippine Embassy in Tokyo, Japan, through its Administrative Section, intends to procure Filipiniana products/items to serve as Post's tokens/giveaways under the cultural diplomacy/activities of Post, subject to Republic Act No. 9184 and its implementing guidelines. The details of the project/activity/program are as follows:

- Name of Project : Procurement of T'nalak designed Filipiniana Products/Items
- Approved Budget : **Five Hundred Eighty One Thousand Philippine Pesos**
for the Contract (PHP 581,000.00)
- Specifications : See the attached Annex "A" for specifications
- Location of Delivery : Cultural Section, Philippine Embassy
5-15-5 Roppongi, Minato-ku, Tokyo, Japan 106-8537

Items/goods shall be delivered directly to Post with address indicated above. Interested Suppliers are required to submit their duly signed price quotation (Annex "A").

Submission of quotation is on or before 12:00 noon of 27 December 2021 at the Administrative Section of the Philippine Embassy, 5-15-5 Roppongi, Minato-ku, Tokyo, Japan. Open submission may be submitted through facsimile at fax no.(813) 5562-1603 or via email at admin.section@philembassy.net.

The Embassy reserves the right to accept or reject any quotation, to annul the proposal process, and to reject all quotations/proposals at any time prior to contract award without thereby incurring any liability to the affected supplier or suppliers.

For inquiry, you may contact the Philippine Embassy at telephone number 03-5562-1600.

Mr. ANWAR M. ITO

Administrative Officer

Philippine Embassy, Tokyo, Japan

5-15-5 Roppongi, Minato-ku, Tokyo, Japan

Tel.: (03) 5562-1600 local 121

Email: admin.section@philembassy.net; sm.dejesus@philembassy.net

23 December 2021, Tokyo, Japan

PRICE QUOTATION FORM

Date

Philippine Embassy, Tokyo
5-15-5 Roppongi, Minato-ku
Tokyo, Japan

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:

Description	Specifications	Quantity	Unit Cost	Total Price
T'nalak-designed Filipiniana Products/Items	1. T'nalak Access Design Pocket notebook (size:B6)	• 500 pcs.		
	2. T'nalak Design Post-it Cover (size: 75*75 mm)	• 300 pcs.		
	3. T'nalak Design Pen Case	• 300 pcs.		
	4. T'nalak Design Desk Portrait Photo Frame (small) Photo size: 127*89 mm)	• 300 pcs.		
	5. T'nalak Design Family Portrait Photo Frame (Big) Photo Size: 254*203 mm) with box packaging	• 300 pcs.		
	6. Special set in a nice packaging containing T'nalak Design Pen case, notebook, Post-it cover and Desk Photo Frame	• 100 pcs.		

(Amount in Words) _____

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

Very truly yours,

Name/Signature of Representative

Name of Company

Contact No.