



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS

Tel. No.: 834-4000, 834-3279, Fax 834-3295

Date: 14 June 2023

REQUEST FOR QUOTATION OF PRICES

Sir/Madam:

Please submit your lowest price quotation for the following item/s individually described below, subject to the following conditions:

1. Quotations submitted to this office will be considered final offer. In the event that the price is acceptable, a properly accomplished and approved PURCHASE ORDER will be served to the supplier. The delivery date will be indicated in the Purchase Order.
2. The Department hereby reserves the right to reject any/all offers; and accept any/all offers it may consider most economical and advantageous to the Government.
3. Goods supplied and delivered shall be subject to the usual inspection by the Department's Internal Auditor or duly authorized representative.
4. Payment will only be effected by strict compliance with the usual prescribed accounting and auditing requirements.
5. Deadline of submission of quotations is on **Monday, 19 June 2023, at 12:00 noon.**

QUANTITY	UNIT	PARTICULARS	UNIT COST	TOTAL AMOUNT (VAT INCLUSIVE)
4	pc	Chafing Dish- Stainless steel, rectangular shape, with roll-top cover, stackable frame, single burner vessel. Capacity: 6 ltrs, Dimension: L-45cm x W-44cm x H-45cm.		
1	pc	Chafing Dish- Stainless steel, round shape, with roll-top cover, stackable frame, single burner vessel. Capacity: 6 ltrs, Dimension: L-47.5 x w-52 cm x H-46.5 cm.		
5	set	24-piece stainless cutlery set		
1	set	Knife- stainless-6 Piece set with Stainless Steel Block		
5	pc	Buffet serving tongs (stainless steel)		
24	pc	Champagne glass (flute) (clear) 5 oz.		
24	pc	Coaster (glass)		
24	set	Coaster (wooden)		
12	pc	Cup and saucer (porcelain,white, round)		
3	pc	Cutlery Organizer (large)		
2	pc	Pitcher with lid (glass, transparent)1.8L		
6	pc	Serving platter (L-32cm, W-20cm,H-2.5cm, white serving platter, rectangular, oven safe, porcelain)		
6	pc	Serving spoon rest (white, ceramic)		
2	pc	Serving tong for pastries (stainless steel)		
2	pc	Stainless Steel Spaghetti Server		
24	pc	Tall glass 40 cl (14 oz)		
24	pc	Water goblet (33cl)		
12	pc	Wine glass (300 cc/11 1/2 oz)		
12	pc	Wine glass 240cc		
		<i>TOR: Must submit sample/photo of the items together with the RFQ.</i>		
		XXXXXXXXXXXXXXXXXXXX		
			ABC: Php 100,000	

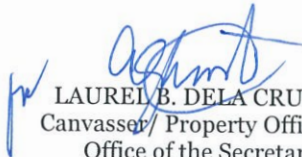
COMPANY NAME / SUPPLIER:

CONTACT PERSON:

CONTACT NUMBER:

ADDRESS:

Email Address:


LAUREL B. DELA CRUZ
Canvasser/ Property Officer
Office of the Secretary
Tel No. +632-8834-4003
Email: osec.property@dfa.gov.ph