



**Consulate General of the Republic of the Philippines
Nagoya**

REQUEST FOR QUOTATION

The Consulate General of the Philippines in Nagoya intends to procure various office supplies for use in 2021, in accordance with the government procurement law of the Philippines.


The Procurement Committee of the Consulate General of the Philippines therefore invites submission of quotations for the said procurement, as described in the attached list of technical requirements.

The approved budget for the contract is THREE HUNDRED FIFTY-SEVEN THOUSAND PESOS (PhP357,000.00) or approximately SEVEN HUNDRED FIFTEEN THOUSAND YEN (JPY 715,000).

Payment shall be made by check or bank transfer after delivery.

The best offer shall be selected based on the lowest calculated and responsive proposal.

Quotations must be submitted to the Consulate General of the Philippines in Nagoya **on or before Monday, 27 September 2021** at Hiroya Building, 3-31-3 Sakae, Naka-ku, Nagoya, telephone number 052 211 8811, fax: 052 265 9708 or through email: lazaro.garcia@dfa.gov.ph / nicanor.miranda@dfa.gov.ph.


JEROME JOHN O. CASTRO
Deputy Consul General
Member, Procurement Committee



Nagoya, 15 September 2021

TECHNICAL REQUIREMENTS

Item/Description	Quantity
Rubber Band, big, 12 band/pack/	25 packs
Label Sheet, A-one, 100 sheet/pack	10 packs
Alcohol/sanitizer	3 gallons
Staple wire No. 11M	5 boxes
Staple wire, 10M	10 boxes
Ball pen- red, 0.5	5 boxes
Ball pen- black, 0.5	5 boxes
Ballpoint pen, 0.5mm, pilot, black	2 boxes
Folder, A4, 50 pc/pack	5 packs
Mailing envelope, white, 50 pc/pack	3 packs
File box, S, 50 pc/pack	2 packs
toner cartridge, TN-29J for Brother printer	24 units
Back fold clip. 10mm, 20 pc/pack	5 boxes
Back fold clip. 13mm, 20 pc/pack	5 boxes
Back fold clip. 15mm, 10 pc/pack	5 boxes
Pit glue stick, 5 pc/pack	3 packs
Eyelet, 250 pcs/case	4 cases
First Aid Kit	1 set
Kitchen Knife	1 unit
Parking lot pole with base, plastic, black and white	5 units
Plastic pole chain, 6mtrs/pack	4 packs
Special PH flaglet with solid pole and base (set)	2 sets
Special Japan flaglet with solid pole and base (set)	2 sets
Stock Basket, A4 size, 5 pcs	2 packs
Container box/organizer with cover, 36cm x 53cm x 18 cm	6 units
Cable cover/organizer (velcro type), 10x66x5m	10 meters
Ring file, A4 vertical, 2 hole lever arch, 66mm (10/box)	3 boxes
Notebook A4, 5 notebooks/pack	2 packs
Notebook B5, 10 notebooks/pack	3 packs
Post-it, 75x25 mm	10 boxes
Post-it, 75x127 mm	10 boxes
Post-it, 75x100 mm	10 boxes
Cartridge VP-D500 for Epson O.R. printer	3 units
White board, 1907mm with eraser and stand, double sided	2 units
File box, S A4, Blue, 10 pcs/pack	3 packs
Correction tape, 10 pcs/pack	5 packs
Laminating machine	1 unit
Laminate film, A4 100 sheet/pack	3 packs
Metal rack, 5 shelves, black, L80 cm x D40 cm x H90 cm	2 units
Roll craft paper, brown	4 rolls
Multi copy paper, A4	20 boxes
Expanding envelope, A4, 50 pc/pack	5 packs