



REQUEST FOR QUOTATION

08 May 2023

Sir/Madame,

The Embassy of the Republic of the Philippines in the State of Kuwait ("The Embassy") intends to select a company for the provision of procuring Consular Slips and would like to request quotations from any interested party. You may refer to the following specifications related to this matter:

Quantity	Unit	Item Description	Price
10	ream	Visa Forms Size: A4 1 color/RV	

Please submit on or before **17 May 2023** a signed quotation for the provision. Should you require further clarifications, please contact the Embassy at telephone number +965 6500 2612 and e-mail bac.kuwaitpe@gmail.com or kuwait.pe@dfa.gov.ph.

Very truly yours,


JOSEL N. MOSTAJO
Chairperson, Bids and Awards Committee

RFQ-05-23-0031A



الجمهورية العربية السورية
EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
KUWAIT

TERMS OF REFERENCE

1. **OBJECTIVE AND RATIONALE** – This invitation to Bid is for engaging the services of a provider for provision of visa forms.
2. **DURATION AND SCOPE** – The contract shall be one-time only.
3. **DELIVERY** – The provider must provide reams for the embassy. With free delivery upon request for said service
4. **BID PRICE** – The Bid Price shall include applicable taxes and insurance payable in Kuwaiti Dinar.
5. **PAYMENT PROCEDURE** – Payment for the services will be for the next Fifteen (15) days upon the provision of services, in Cheque.