



السفارة الفلبينية
EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
KUWAIT

REQUEST FOR QUOTATION

21 April 2022

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 Office Supplies for Election and would like to request quotations from any interested party. You may refer to the following specifications related to this matter:

QTY	Unit	Item Description	Unit Cost (USD)
10	Pcs	Scissors 8.5 inch	
50	Box	3ply Disposable Protective Face Mask	
30	Rolls	1ply Tower Center Pull Spiral 200mmx180m	
5	Pcs	Rolling Storage Box with Snap Lid, 15-Gallon Size, Clear	
5	Pcs	Storage Box with Snap Lid, 2-Gallon Size, Clear	
5	Box	Montex Tri-More BallPen 1mm BLUE [Pack 10]	
5	Pcs	6 Feet Long Extension Cords, 3 Prongs, 4 Outlets with Individual Switch and Overload Protection Switch	

Please submit on or before **25 April 2022** 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-04-22-0007

Villa 817, St. 101, cor. Abdullah Abdul Aziz Al Humaidi St., Block 1, Al Siddeeq Area
P.O.Box : 47721 Al-Siddeeq, State of Kuwait

TERMS OF REFERENCE

1. **OBJECTIVE AND RATIONALE** – This invitation to Bid is for the purpose of engaging the services of a provider to procure the supplies that will be used for the 2022 National and Local Elections.
2. **DURATION AND SCOPE** – The contract shall be one-time only.
3. **DELIVERY** – The provider must provide the supplies listed to the Embassy.
4. **BID PRICE** – The Bid Price shall include applicable taxes and insurance payable in Kuwaiti Dinar.
5. **PAYMENT PROCEDURE** – Payment for the services will Fifteen (15) to Thirty (30) days, upon the completion of the contract, in Cheque.