

PHILIPPINE CONSULATE GENERAL
CHONGQING, CHINA
菲律宾驻重庆总领事馆
REQUEST FOR QUOTATION
询价单

The Philippine Consulate General in Chongqing, China intends to procure of Office Supplies, with the following details:

菲律宾驻重庆总领事馆欲采购办公用品，详情如下：

- Name of Project : Procurement of Office Supplies
项目名称 办公用品采购。
- Specifications : See attached Annex A for complete specifications, including the
配置 quotation form.
详细配置请查看附件 A 及报价单
- Approved budget : Not to exceed RMB 8,000.00
获批预算 不超过人民币 8000 元整。

Please submit a signed quotation and indicate your acceptance of the attached specifications for the procurement. The Consulate General accepts quotations submitted directly or by facsimile or email at the following address and fax numbers:

请提交带有签字的报价单，并注明贵司接受的采购规格。总领事馆接受以直接或以传真，电邮方式提交的报价，报价地址及传真号码如下：

- Unit 2202-2203, 22nd Floor, Chongqing World Financial Center No. 188 Minzu Road, Jiefangbei, Yuzhong District, Chongqing, PROC
重庆市渝中区民族路 188 号，环球金融中心 2202-2203。
- Fax nos. (+86 23) 6372-9809
传真：(+86 23) 6372-9809
- Email: chongqingpcg@gmail.com or 578594189@qq.com
邮箱：chongqingpcg@gmail.com 或 578594189@qq.com

The deadline for submission of quotations is 12:00 p.m. of 16 April 2024. For inquiries, please contact Ms. Wang Wanyi at telephone No. 023-63810832.

请于 2024 年 04 月 16 日 12:00 以前递交您的报价，如有疑问，请联系王婉艺女士，电话：023-63810832.

Very truly yours,
诚挚的

ARLENE C. PASCASIO-RACHO
潘雅琳
Authorized Representative
授权代表
12 April 2024

QUOTATION FORM 报价单

(DATE 日期)

Philippine Consulate General, Chongqing, China

Unit 2202-2203, 22nd Floor, Chongqing World Financial Center

No. 188 Minzu Road, Jiefangbei, Yuzhong District, Chongqing, PROC

重庆市渝中区民族路 188 号, 环球金融中心 2202-2203

Sir/Madam:

尊敬的先生/女士:

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: 在仔细阅读并接受询价单中的条款和条件后, 我们就下列项目进行报价:

TECHNICAL SPECIFICATIONS 技术规格

Procurement of Office Supplies

办公用品采购

Unit 单位		Quantity 数量	ITEM / DESCRIPTION	产品描述
box	件	10	Bond Paper A4	A4 复印纸
pack	包	10	Battery, AA (Rechargeable)	(可充电) 5 号电池
pack	包	10	Battery, AAA (Rechargeable)	(可充电) 7 号电池
piece	个	10	Universal Battery Charger	通用电池充电器
pack	包	15	Colored A4 Paper	彩色 A4 复印纸
box	盒	5	Ball Pen (Blue)	按动签字笔 (蓝色)
box	盒	5	Ball Pen (Black)	按动签字笔 (黑色)
box	盒	5	Sign Pen (Black)	百乐签字笔 (黑色)
box	盒	5	Sign Pen (Blue)	百乐签字笔 (蓝色)
piece	个	2	Laser Pointer	激光笔
box	盒	25	Fastener, Metal	金属固定夹
piece	个	6	Self-Inking PCG Seal Stamp (Big)	光敏印章 (大)
piece	个	6	Self-Inking PCG Seal Stamp (Small)	光敏印章 (小)
piece	个	2	Self-Inking Stamp 7x3.5cm	自回墨印章 7x3.5cm
pack	包	10	Glue Stick	固体胶
pack	包	20	Glue, Liquid	液体胶水
box	盒	10	Pencil	铅笔
piece	个	2	Pencil Sharpener	铅笔削笔刀

(Amount in Words)

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

上述报价已包含所有费用及税费。

Very truly yours,

Name of Company 公司名称

Name/Signature of Representative 代表签字

Contact No.联系电话