REQUEST FOR QUOTATION/PROPOSAL

The Philippine Consulate General in Frankfurt, Germany intends to apply the sum of Euro Two Thousand Six Hundred (EUR 2,600.00) as the Approved Budget for the Contract (ABC) for the procurement of various office and cleaning supplies for the official use of the Consulate.

Quotations/Proposals received in excess of the ABC shall be automatically rejected.

Name of Project:	Procurement of various office and cleaning supplies
Location:	Items are to be delivered to the Consulate's official address
Specifications:	See Annex A
Approved Budget:	Euro Two Thousand Six Hundred (EUR 2,600.00)

Interested suppliers may submit their quotations/proposals using the attached Price Quotation Form.

The cost of the products shall be quoted in Euro, inclusive of all taxes and other lawful charges, including delivery fee, if any.

The deadline for submission of quotations/proposals is **02 December 2026**. Quotations/Proposals may be submitted in person at the Consulate's address or through email at frankfurt.pcg@dfa.gov.ph.

The procurement project shall be awarded to the lowest priced, acceptable, and most responsive quotation/offer.

The Consulate reserves the right to accept or reject any quotation, to annul the proposal process, and to reject all quotations/proposals at any time prior to contract award without thereby incurring any liability to the affected supplier/suppliers.

For inquiries, please contact the Consulate, attention to the Bids and Awards Committee (BAC) Secretariat.

(signed)
MIGUEL CARLO N. HORNILLA
Consul and Chairperson, Bids and Awards Committee (BAC) Secretariat
Philippine Consulate General, Frankfurt, Germany

24 November 2026

PRICE QUOTATION FORM

[DATE]

PHILIPPINE CONSULATE GENERAL
WestendCarree, Grüneburgweg 16-18 1st Floor
60322 Frankfurt Am Main, Germany

Sir/Madam,

After having carefully read and accepted the general conditions, I/We quote on the item/s at price/s noted below (in the Request for Quotation), hereunder is our quotation/s for the item/s as follows:

Quantity	Unit	Particulars	Unit Price (EUR)	Total Price (EUR)
		See Annex A		

(Amount in words)
_____
_____

The above-quoted prices are inclusive of all costs, including all taxes and other lawful charges (including delivery, if any), and I/We undertake to perform said at _____.

Very truly yours,

_____
Name of Company

_____
Printed Name and Signature

_____
Contact details

ANNEX A

GERMAN		ENGLISH	
Menge	*Artikel*	*Quantity*	*Item*
Bürobedarf		**Office supplies**	
15	A4 ordner, schwarz, 75mm Polypropylen-Beschichtung	15	A4 folder, black, 75mm, polypropylene coating
10	A4 ordner, schwarz, 50mm Polypropylen-Beschichtung	10	A4 folder, black, 50mm, polypropylene coating
1	HP 963,Original Tintenpatrone, CMYK	1	HP 963, original ink cartridge, CMYK
1	HP Laserjet 79A (CF279A) schwarz, original tonerkartusche	1	HP Laserjet 79A (CF279A) black, original toner cartridge
1	HP Laserjet 79A (CF540A) schwarz, original tonerkartusche	1	HP Laserjet 203A (CF540A) black, original toner cartridge
10	V-Sign Pen Fineliner, Schwarz, nadelspitze, 0,6mm	10	V-sign pen, fineliner, black, needle tip, 0.6mm
1	Einziehbar Gelschreiber Blau 0.4 mm, 20 Stück	1	Retractable gel pen, blue, 0.4mm, 20 pieces per pack
2	Mail Lite Luftpolster-Versandtaschen D/1 Gold Ohne Fenster 180 (B) x 260 (H) mm Abziehstreifen 79 g/m², 10 Stück pro packung	2	Mail Lite Air cushion shipping bags D/1 Gold Without window 180 (W) x 260 (H) mm Pull-off strip 79 g/m2, 10 pieces per pack
3	Versandtasche B4 Abziehstreifen, 20 stück pro packung	3	Shipping Bag B4, with Pull-Off Strips, 20 pieces per pack
2	Klebeband,19mmx33m, 8 Rollen pro packung	2	Tape, 19mmx33m, 8 rolls per pack
10	Korrekturband, 4,2 mm x 16 m	10	Correction tape, 4.2 mm x 16 m
3	Klarsichthülle DIN A4 Genarbt Transparent PP (Polypropylen) 120 Mikron 100 Stück	3	Transparent Case DIN A4 Grained Transparent PP (Polypropylene) 120 Micron 100 Pieces
12	Prospekthülle DIN A4 Glasklar Transparent 80 Mikron PP (Polypropylen), 50 Stück pro packung	12	DIN A4 crystal clear plastic sleeves, 80 microns PP (Polypropylene), 50 pieces per pack
4	Klebestift, transparent, 6 Stück pro Packung (je 22 g)	4	Glue stick, transparent, 6 pieces per pack (22g each piece)
1	Halfnotizien, gelb, 76x76mm, Packung mit 24 Blöcken à 90 Blatt	1	Post-its, yellow, 76x76mm, pack of 24 pads of 90 sheets

2	Gewebeband, black, 50mm x 25m	2	Fabric tape, black, 50mm x 25m
2	Universaletiketten, Selbstklebend , DIN A4 Weiß, 10 Blatt à 27 Etiketten	2	Universal labels, Self-Adhesive, DIN A4 White, 10 sheets of 27 labels
1	Kugelschreiber, Blau, Fein 0.3 mm 50 Stück pro packung	1	ballpoint pen, blue, fine, 0.3 mm, 50 pieces per pack
30	DIN A4, Druckerpapier 80 g/m² Weiß, 5 Pack à 500 Blatt	30	A4 copy paper, 80gsm, white, 5 packs of 500 sheets per pack
2	EPSON LQ 350 Farbband, schwarz	2	EPSON LQ 350 ribbon, black
Reinigungsmittel		**Cleaning supplies**	
60	Kosmetiktücher, 2-lagig, mindestens 100 Blatt pro Box/ Packung	60	Cosmetic tissues, 2-ply, at least 100 sheets per box/pack
8	Falthandtücher, Z-Falz, weiß, 2-lagig, 3750 Blatt (Größe: 250 x 230 mm)	8	Folded hand towels, Z-fold, white, 2-ply, 3750 blatt (size: 250 x 230 mm)
8	Toilettenpapier, 3-lagig, weiß, 48 Rollen à 200 Blatt pro Packung/ Karton	8	Toilet paper, 3-ply, white, 48 rolls with 200 sheets per pack/carton
20	Flüssiges Geschirrspülmittel, 675 ml, frische limette	20	Liquid dishwashing detergent, 675 ml, lime
12	Küchenrolle, 3-lagig, weiß – 8 Rollen à 45 Blatt pro Packung	12	kitchen towel, 3-ply, white x8 rolls of 45 sheets per pack
4	Spülmaschinentabs, 28 Stück	4	Dishwashing tablets, 28 tablets