



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES

菲律宾共和国驻厦门总领事馆

XIAMEN

RFQ-XN-2025-06-0010

REQUEST FOR QUOTATION

Dear Sir/Madam,

The Philippine Consulate General in Xiamen, PROC intends to procure various office supplies and would like to request for a quotation from your company.

Name of Project : Procurement of Various Office Supplies  
Location : Philippine Consulate General Grounds, No. 4 Consulate Road, Siming District, Xiamen City, PROC  
Terms of Reference : Please see attached  
Approved Budget : Not to exceed RMB 1,400

Deadline for Submission of Quotation : 5:00pm , 18 June 2025

Quotations must be delivered to the address mentioned above or e-mailed to [xiamenpcg@dfa.gov.ph](mailto:xiamenpcg@dfa.gov.ph) or [xiamenpcg.procurement@yahoo.com](mailto:xiamenpcg.procurement@yahoo.com) on or before the deadline of submission of quotations.

The Consulate General of the Philippines reserves the right to accept or reject any quotation, and to reject all quotations at any time prior to award of contract, without thereby incurring any liability to the affected suppliers.

For further information, please contact:

BIDS AND AWARDS COMMITTEE SECRETARIAT  
Philippine Consulate General, Xiamen  
No. 4 Consulate Road, Siming District,  
Xiamen City, PROC  
Tel Nos. (+86-592) 5130355 / 5130366  
Fax Nos (0086) 592-5530803

Very truly yours,

  
FAITH P. BAUTISTA  
BAC Chairperson

11 June 2025

No 4 Consulate Road, Siming District, Xiamen City, P.R.C. 361008  
Tel No. +86 (592)-513-0355, 513-0366 Fax: + 86 (592)-513-0803  
Email: [xiamen.pcg@dfa.gov.ph](mailto:xiamen.pcg@dfa.gov.ph) Website: [xiamenpcg.dfa.gov.ph](http://xiamenpcg.dfa.gov.ph)

**PRICE QUOTATION FORM**

11 June 2025

Philippine Consulate General, Xiamen  
 No. 4 Consulate Road, Siming District,  
 Xiamen city, 361009  
 Fujian Province, PROC

Sir/Madam:

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:

<b>PARTICULARS</b>	<b>Quantity</b>	<b>CONTRACT PRICE</b>
1. Tape dispenser for 1 inches scotch tape	4	
2. Chop for the new Consul General (Winston Dean S. Almeda)	4	
3. Chop for new Visa Officer (Theresa R. Bantolo-Heikkila)	1	
4. Chop (Philippine Consulate General, Xiamen)	2	
5. Chop for Consulate's bank account number ( Dollar Account - 428658385557)	2	
6. Chop for Consulate's bank account number (RMB account - 406558368968)	2	

(Amount in Words)

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

Very truly yours,

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 Name of Company

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 Name/Signature of Representative

No 4 Consulate Road, Siming District, Xiamen City, P.R.C. 361008  
 Tel No. +86 (592)-513-0355, 513-0366 Fax: + 86 (592)-513-0803  
 Email: [xiamen.pcg@dfa.gov.ph](mailto:xiamen.pcg@dfa.gov.ph) Website: [xiamenpcg.dfa.gov.ph](http://xiamenpcg.dfa.gov.ph)