



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
PASUGUAN NG REPUBLIKA NG PILIPINAS
NAIROBI

LET – PHL- 273 -2021

12 November 2021

**BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION**

Sir/Madam:

1. The Embassy of the Republic of the Philippines in Nairobi, Kenya, through the authorized appropriations the General Appropriations Act, intends to apply the sum of KSH 22,000.00 (Twenty-Two Thousand Kenyan Shilling)/ USD\$206.00 being the Approved Budget of the Contract (ABC) for the Procurement of Self-Inking Stamps for the official use of the Embassy of the Philippines.

Name of the Project: Self inking stamps (9 pieces)

2. Interested proponents are requested to submit their (a) **duly signed quotation form (ANNEX A)** and (b) **valid Business Permit** and c) **KRA Pin**

Mode of Payment : Cheque
Currency : Kenyan Shillings (Ksh)
Price Quote : All quotations submitted shall be inclusive of VAT
and Other charges

Submission of quotation and eligibility documents is **on or before 16 November 2021** at the **Embassy of the Republic of the Philippines P.O. Box 47941**, 001 Mzima Springs, Lavington P.O. Box 47941, 00100 Nairobi Kenya or email at phnairobiacsecretariat@gmail.com and/or nairobi.pe@dfa.gov.ph.

3. The BAC Secretariat reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.
4. For further information, please contact
Bids and Awards Committee, Secretariat
Embassy of the Republic of the Philippines
P.O. Box 47941, 001 Mzima Springs Lavington, Nairobi, Kenya
Telephone No: 0736310050

Yours truly,

WILLIAM O. TAN
Chairman, Bids and Awards Committee

ANNEX A

EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
P.O. Box 47941, 001 Mzima Springs

EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
P.O. Box 47941, 001 Mzima Springs
Lavington, Nairobi, Kenya

QUOTATION

	Item: Self Inking Stamps	Unit	Qty	Unit Cost (Inclusive of VAT)	Total Cost (Inclusive of Vat)
1.	MARIE CHARLOTTE G. TANG Ambassador	piece	1		
2.	LOUIE DANE C. MERCED Vice Consul	piece	1		
3.	JOANNE M. DAVID	piece	1		
4.	PHILIPPINE EMBASSY NAIROBI PE	piece	1		
5.	MARCO ANTONIO ANGELO S. SANTOS Signing Officer	piece	1		
6.	JOSE D. AGUILERA, JR. Signing Officer	piece	1		
7.	SENT OUT _____ Date and Signature	piece	1		
8.	RECEIVED BY: _____ Name and signature DATE: _____	piece	1		
9.	FAXED OUT _____ Date and Signature	piece	1		
	TOTAL				

Submitted by:

Date: _____

Mode of Payment:

 Cheque

payable to: _____