

**REQUEST FOR QUOTATION
FOR THE LEASE OF ICT EQUIPMENT (DESKTOP PC) FOR THE
PHILIPPINE EMBASSY IN CANBERRA FOR A PERIOD OF TWELVE MONTHS
FROM 10 JANUARY 2024 TO 09 JANUARY 2025**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Thirty Thousand Australian Dollars (A\$30,000.00) only, being the Approved Budget for the Contract (ABC) for payments under the contract for the lease of ICT equipment (desktop PC) for a period of 12 months from 10 January 2024 to 09 January 2025.
2. The Philippine Embassy in Canberra Bids and Awards Committee (BAC) now invites submission of quotations for the aforementioned procurement, described as follows:

Specifications	Approved Budget for the Contract
Lease of fourteen (14) units of Desktop PCs with the following specifications: <ul style="list-style-type: none">● Thirteen (13) units All in One Desktop PC Core i5 CPU, 16GB RAM, 256 GB SSD, DVD-RW, WiFi● One (1) All in One Desktop PC, Core i5 11th Gen, 16GB DDR4, 512GB SSD, Intel UHD, DVD-RW, Wifi● 14 Office 2019 Professional Plus● 14 keyboards● 14 mouse <p><i>All quotes must be inclusive of GST, delivery and installation.</i></p>	A\$30,000.00

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office located at 1 Moonah Place Yarralumla ACT 2600 or email address cbrpe@philembassy.org.au on or before **04 January 2024**.
4. The Philippine Embassy reserves the right to accept or reject any quotations, and to reject all quotations at any time prior to contract award, without incurring any liability to the affected supplier(s)/contractor(s).
5. For further information, please contact:

BAC Secretariat
Philippine Embassy in Canberra
1 Moonah Place Yarralumla, ACT 2600
Tel. No. (02) 6273 2535; Fax No. (02) 6273 3984
Email address: cbrpe@philembassy.org.au


MA. CORINA A. REYES
BAC Vice-Chairperson

Canberra, 27 December 2023