

**REQUEST FOR QUOTATION FOR THE  
PROCUREMENT FOR THE PRINTING OF OFFICIAL COMMUNICATION  
PRODUCTS AND PROMOTIONAL MATERIALS WITH THE OFFICIAL LOGO  
OF THE PHILIPPINES-AUSTRALIA STRATEGIC PARTNERSHIP  
FOR USE OF THE PHILIPPINE EMBASSY IN CANBERRA**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Two Thousand Five Hundred Australian Dollars (A\$2,500.00) only, being the Approved Budget for the Contract (ABC) for payment under the contract for the procurement for the printing of official communication products and promotional materials with the official logo of the Philippines-Australia Strategic Partnership for use of the Philippine Embassy in Canberra.
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 (ABC)								
Purchase and custom printing of the following materials with specifications:	AU\$ 2,500.00								
<table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">1,000 pcs</td> <td>A4 Office Letterhead, printed in colour, single sided on 100gsm uncoated</td> </tr> <tr> <td>4 pcs</td> <td>Budget Pull Up Banner with padded carry bag</td> </tr> <tr> <td>100 pcs</td> <td>A6 Alpha Notebooks (160pp), printed in full colour, 1 position (60mm x 125mm) on white cover</td> </tr> <tr> <td>100 pcs</td> <td>A6 Office Notepad, printed in colour, single sided on 100gsm, padded with strawboard in sets of 50</td> </tr> </table>		1,000 pcs	A4 Office Letterhead, printed in colour, single sided on 100gsm uncoated	4 pcs	Budget Pull Up Banner with padded carry bag	100 pcs	A6 Alpha Notebooks (160pp), printed in full colour, 1 position (60mm x 125mm) on white cover	100 pcs	A6 Office Notepad, printed in colour, single sided on 100gsm, padded with strawboard in sets of 50
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<i>All quotes must be inclusive of GST and delivery</i>									

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 15 November 2023** located at 1 Moonah Place, Yarralumla ACT 2600 or email address: [cbrpe@philembassy.org.au](mailto:cbrpe@philembassy.org.au).
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) 6173-3984  
Email Address: [cbrpe@philembassy.org.au](mailto:cbrpe@philembassy.org.au)

  
**AIAN A. CARINGAL**  
BAC Chairperson