



**EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
BOTSCHAFT DER REPUBLIK DER PHILIPPINEN
BERLIN**



REQUEST FOR QUOTATION

PROCUREMENT OF VARIOUS SUPPLIES

The Embassy of the Philippines in Berlin invites all interested and qualified service providers to submit a quotation for the following procurement project:

Project Name:	Procurement of various supplies
Approved Budget of Contract (ABC):	EUR 1,180.36
Specifications:	Please see attached Price Quotation Form
Location:	Luisenstrasse 16, 10117 Berlin
Date of Delivery:	Within 15 days from receipt of the Notice to Proceed
Mode of Payment:	Bank transfer

Interested companies are requested to submit their duly accomplished Price Quotation Form not later than **5:00pm of 14 September 2026**, by mail at the above address or via email at **rosemarie.ramos-blaser@dfa.gov.ph**. Please note that quotations submitted must already include VAT and other lawful charges, such as delivery /handling fees and insurance.

The Embassy reserves the right to withdraw the proposal and to reject all quotations at any time prior to the award of the contract without incurring any liability.

For further information and/or queries, please call **+49 (0) 30 864 95 0403** or write an email to the above email address.

14 September 2026, Berlin

PRICE QUOTATION FORM

QTY	UNIT	PARTICULARS	UNIT PRICE	TOTAL AMOUNT (VAT INCLUSIVE) IN EUR
		Procurement of various supplies:		
1	lot	Letterhead / Letter Paper, DIN A4 3000pc		67.88
1	lot	Rim Block Lemon (3-Pack), Toilet Rim Hanger, 7pack		29.86
1	lot	8 Rolls Painter's Tape Blue, 24 MM X 50 M, UV-Resistant, 1pack; Removable & Reusable Adhesive Pads (White, 80 Pcs), 3pack; Aroma Diffuser Ella, Cordless, for Essential Oils (Waterless), 1pc; Summer Essential Oils Set, Aromatherapy Scented Oil for Diffusers, 1 pack; Essential Oils Set, Floral Scents for Diffuser, 1 pack		99.26
1	lot	120 Sheets Gift Tissue Paper (Green, White, Red) crafting paper, 2pack; 100 Extra Sturdy Compostable Sugarcane Plates, 18 cm / 7 Inch; 520 Sheets Colorful tissue/crafting paper (40 Colors, 20x29cm); 16 Pcs Silver Metal Place Card; Liquid Soap Hygiene+ Kitchen 12x300ml, 2pack; table napkins White 33x33 cm, 250 Pack, 2-ply table napkins, 4pack; 12 Pack Metal Place Card Holders, 22 cm Height; 100 Extra Sturdy Compostable Sugarcane Plates, 26 cm Round paper plates, 4pack; Multifold Paper Hand Towels 100297 - H2 Premium multifold towels for towel dispenser 2-ply, white - 21 x 100 towels, 4pack; White Paper Cups 250 ml, 1000 Pack; Disposable cups, 1pack; disposable Wooden Spoons 1000 Pack 15.8 cm, 1pack; 1000 Pack disposable Wooden Forks 15.8 cm, 1 pack; Multifold Hand Towels H2, 21 x 230 Towels, 4pack; Trash Bags 120L, 1pack of 20pc; Home disposable Tablecloth Roll, 1.18 x 25M, White, 3pc		908.40
1	lot	360° Swing-arm Swivel Stapler, Space-saving Multi-angle Stapling Heavy Duty Stapler, Staples up to 30 sheets, 1pc; Long-Arm Stapler, 40 Sheet Capacity, 1pc		49.98
1	lot	A6 landscape receipt pad with duplicate, 1 pack of 5pc		15.99
1	lot	Kitchen Item wooden/ bamboo chopping board set		8.99
		nothing follows		
			ABC	EUR 1,180.36

Company _____

Contact Person _____

Address _____

Telephone No. _____

Email _____