



BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

The Philippine Consulate General in Sydney, through its Bid and Awards Committee (BAC), hereby invites all interested suppliers/companies, to quote their lowest price on the item/s listed below, subject to the General Conditions stated herein, and to submit the same **not later than 25 September 2026**:

NAME OF PROJECT	Procurement of sixteen (16) pcs silver metal magnetic back name tags for personnel of the Philippine Consulate General in Sydney
APPROVED BUDGET FOR THE CONTRACT	AU\$700.00 (Php33,023.00) inclusive of GST, delivery and other applicable government taxes and service charges

TECHNICAL SPECIFICATIONS

The service provider shall meet the following required silver metal magnetic back name tags classification, description and specifications. The quotation should indicate the total net price, inclusive of GST, delivery and other applicable government taxes and service charges.

Category	Description	Specification	Quantity
Office Supplies	Silver Metal magnetic name tags	a) Made of silver metal magnetic back name tags; b) Size (75mm x25mm); c) Clear and readable metal magnetic back name tags; d) Laser printing; and e) Durable and affordable	16 pcs.

For further inquiries, please contact the Philippine Consulate General in Sydney at sydney.pcg@dfa.gov.ph
The quotation may be submitted through email or delivered to the address below:

Bids and Awards Committee Secretariat
Philippine Consulate General
Philippine Centre, Level 1
27-33 Wentworth Avenue, Sydney NSW 2000

The Philippine Consulate reserves the right to accept or reject any quotations, to waive any minor defects therein, to annul the bidding process, to reject all quotations at any time prior to contract award, without incurring any liability to the affected suppliers(s)/company(s).

The Philippine Consulate assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Quotation/Bid.

22 September 2026