*Appendix 51*

**DEPARTMENT OF FOREIGN AFFAIRS**
Philippine Embassy Abu Dhabi, UAE
Tel No.: +971 50 813 7836

Date: 29 October 2024

**REQUEST FOR QUOTATION**

Sir / Madam:

Please submit your lowest price quotation for the following items individually described below, subject to the following conditions:

1. Quotations submitted to this office will be considered as the final offer. In the event that the price is acceptable, a properly accomplished and approved PURCHASE ORDER or JOB ORDER will be served to the supplier/contractor. The delivery date will be indicated in the Purchased/Job Order.
2. Post hereby reserves the right to reject any/all offers, and accept any/all offers it may consider most economical and advantageous to the Government.
3. Goods/Services supplied delivered shall be subject to the usual inspection by the Embassy's Internal Audit or duly authorized representative and
4. Payment will only be effective by strict compliance with the usual prescribed accounting and auditing requirements.
5. Deadline for submission of quotation is on 02 November 2024.

| Unit | Items Description | Quantity | Unit Cost | Total Cost 5% VAT |
|---|---|---|---|---|
| pcs | Laptop Core i7 13th Gen 32 GB RAM, 1TB SSD, 15.6 FHD Display with Windows 11 Pro and Office 2021 | 7 | | |
| **xxxx NOTHING FOLLOWS xxxxxxx** | | | | |
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| | | | Total Amount: | |

COMPANY NAME / SUPPLIER:

CONTACT PERSON:

ADDRESS AND TELEPHONE NYMBER:

| | Requested by: | Approved by: |
|---|---|---|
| Signature : | | |
| Printed Name: | **ALLAN G. TAPANG** | **ARVIC V. AREVALO** |
| Designation: | Property Officer | BAC Chairperson |