



**EMBASSY OF THE REPUBLIC OF THE PHILIPPINES**

**BOTSCHAFT DE REPUBLIK DE PHILIPPINEN**

**BERNE**

**BIDS AND AWARDS COMMITTEE**  
**Philippine Embassy, Berne, Switzerland**  
**73-75 Kirchenfeldstrasse, 3005 Berne**  
**Telephone No. 031-350-1704**  
**Email: [berne.pe@dfa.gov.ph](mailto:berne.pe@dfa.gov.ph)**

**REQUEST FOR QUOTATION**

**Project : Procurement of Solid Brass Door Handles**  
**Reference No. : RFQ No. - 05 - 2021**  
**ABC :**  
**Date : 31 March 2021**

The Philippine Embassy in Berne, Switzerland requests for Offers/Quotations for the project "Procurement of Solid Brass Door Handles".

Participating companies should comply with the attached Terms of Reference (TOR) of the project.

Interested companies may obtain further information from the Bids and Awards Secretariat, Ms. Agnes H. Tuazon at 031-350-1704.

Offers/Quotations must be sent or delivered to the Embassy and received by the Administration by 07 April 2021. Offers/Quotations will be considered on the same day by the Committee. The companies shall thereafter be informed of the decision of the Committee.



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<b>ANNEX A</b>											
<b>Technical Specifications</b>											
<b>Procurement of Solid Brass Door Handles</b>											
<b>I.</b>	<p><b>Background</b></p> <p>The Embassy intends to procure solid brass door handles to replace the old and worn-out door handles currently installed at all the doors inside the Chancery.</p>										
<b>II.</b>	<p><b>Objective</b></p> <p>To purchase forty-six (46) sets of solid brass lever-type door handles.</p>										
<b>III.</b>	<p><b>Scope of Work</b></p> <p><b>The Supplier shall provide the following:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Unit</th> <th style="width: 60%;">Item Description</th> <th style="width: 25%;">Quantity</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Set</td> <td>Solid Brass Lever-Type Door Handles</td> <td style="text-align: center;">46</td> </tr> <tr> <td></td> <td style="text-align: center;">*****</td> <td></td> </tr> </tbody> </table>	Unit	Item Description	Quantity	Set	Solid Brass Lever-Type Door Handles	46		*****		<p><b>Statement of Compliance</b></p>
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	*****										
<b>IV.</b>	<p><b>SUPPLIER'S OBLIGATIONS:</b></p> <p><b>The supplier shall:</b></p> <ol style="list-style-type: none"> <li>1. Be based in Switzerland;</li> <li>2. Offer an online shop;</li> <li>3. Accept MWST or VAT exemption; and</li> <li>4. Submit the invoice within 7 days after delivery of supplies.</li> </ol>										
<b>V.</b>	<p><b>TERMS OF PAYMENT</b></p> <p>Automatic Debit Arrangement (ADA) through Credit Suisse facilities. For other Commercial Bank, applicable bank charges shall be for the account of the supplier. The supplier shall submit bank details together with billing statement/invoice for ready reference.</p>										