|  |  |  |
| --- | --- | --- |
| **REQUEST FOR QUOTATION (RFQ)** | | Supplier’s Stamp/Signature: |
| Closing Date | : **10 FEB 2025** |
| Email Submission | : **box10@belts.com.bn** |
| BELTS Ref | : **BELTS/MSC/RFQ/FEB25/001** |
| Date of Submission | Click here to enter text. |
| Supplier/Quote Ref | : Click here to enter text. |

|  |  |
| --- | --- |
| Company Name | **Click here to enter text.** |
| Address | **Click here to enter text.** |
| Phone | Office: **Click here to enter text.** Mobile: **Click here to enter text.** |

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| **No.** | **Item Description** | **Delivery Period** | **Qty/UoM** | | **Unit Price** | **Total Price** |
| **1.** | **Supply & Delivery of Stationeries**  **Paper A4 80GSM** | **1 week after the issuance of PO** | **50 Boxes** | | **Click here to enter text.** | **Click here to enter text.** |
| **2.** | **Louis Masking Tape 72mm x 25yds 3”** | **576 Rolls** | |  |  |
| **3.** | **Flexi Paper Clip 32mm** | **1 dozen** | |  |  |
| **4.** | **Flexi Paper Clip 50mm** | **1 dozen** | |  |  |
| **5.** | **Spectra Paper A4 – Pink Color** | **2 Boxes** | |  |  |
| **6.** | **Casio Calculator MH 16 Digit** | **4 Pcs** | |  |  |
| **7.** | **Staples No 10-1M** | **10 boxes** | |  |  |
| **8.** | **Flexi wooden Clipboard** | **10 Pcs** | |  |  |
| **9.** | **Film wrap packing roll** | **6 boxes** | |  |  |
| **10.** | **Spectra Paper A4 – Pink Color** | **4 boxes** | |  |  |
| **11.** | **Bullet Staples Kangaroo 23/13-H 13mm(1/2”)** | **20 boxes** | |  |  |
| **12.** | **A4 self-adhesive sticker – Bright series** | **5 boxes** | |  |  |
| **MANDATORY**  Suppliers are to provide with the Packaging Dimension, Measurement & Weight - in Standard measurement in Meter, Feet, Inches, Cm, Mm, Kg, GM | | | | **TOTAL PRICE** | | **Click here to enter text.** |
| Freight Term (EXW,CIF,ETC) | | | | | | **Click here to enter text.** |
| Freight Charges (IF APPLICABLE) | | | | | | **Click here to enter text.** |
| Any other charges please state | | | | | | **Click here to enter text.** |
| **GRAND TOTAL** | | | | | | **Click here to enter text.** |

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| --- | --- |
| Currency Code : | **BND** |
| Price Validity  (Minimum 9 Months) : | **Click here to enter text.** |
| Payment Terms : | **30 DAYS CREDIT** |
| Warranty : | **Click here to enter text.** |
| Mode of Delivery : | **Click here to enter text.** |
| Delivery Period : | **Click here to enter text.** |
| Country of Manufactured : | **Click here to enter text.** |
| Remarks: | **Click here to enter text.**  The A4 paper will be purchased in 50 boxes for the usage of 1 year. Our pick slip and SIVs were printed 200 sheets per day, not including the usage of Business Unit (MSC). |