



Consulate General of Greece in Guangzhou

Information: Ms. Niko Luo

Address: 1201&1205-A, Tower A, Kaiyuan Plaza, No.4 Dingxin Road,
Haizhu District, 510277, Guangzhou, PRC

Tel: +86(20) 85501124/85501114

Fax : +86(20) 85501450

Email: grgencon.guan@mfa.gr

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CALL FOR TENDERS

Subject: Call for tenders for Furniture to cover the needs of the new offices of the Consulate General of Greece in Guangzhou.

The Consulate General of Greece in Guangzhou, in accordance with Law 4412/2016 of the Hellenic Republic, as amended and currently in force, hereby invites interested and qualified economic operators to submit quotes for the conclusion of an agreement for the supply, installation and commissioning of Furniture to cover the needs for its new premises, not exceeding the amount of **80,000 RMB** including VAT.

The contract will be awarded to the bidder that provides the best price.

The quotes can be submitted in print or electronic form no later than June 3, 2026, 10 pm.

The quote should fulfill the tender specifications described in the Annex attached herewith, including:

I. SPECIFICATIONS

	Area	Description	Quantity
1.	RECEPTION AREA	Two (2) armchairs	2
		One (1) raised table	1
		Four (4) high stools	4
2.	EVENT HALL	Two (2) sofas	2
		Four (4) stools	4

3.	PUBLIC SERVICE AREA / RECEPTION DESK	Two (2) small tables One (1) office chair Two (2) small cabinet	2 1 2
4.	INTERVIEW ROOM	Two (2) chairs	2
5	CONFERENCE ROOM	Four (4) chairs	4
6	OFFICE OF THE CONSUL GENERAL	One (1) bookcase One (1) small round meeting table Four (4) visitor chairs	1 1 4
7	OFFICE OF THE PRIVATE SECRETARY	One (1) bookcase One (1) drawer unit / filing cabinet One (1) office chair	1 1 1
8	COMMON AREA	Two (2) Cabinets	2
9	SCHENGEN ROOM	Desks for four(4) workstations Four (4) chairs Four (4) drawer units / filing cabinets	1 4 4
10	KITCHEN / CANTEEN	Two (2) tables Six (6) chairs	2 6
11	IT ROOM	One (1) desk One (1) office chair One (1) bookcase One (1) Cabinet	1 1 1 1
12	OFFICE 1 – ADMINISTRATIVE STAFF	One (1) desk One (1) office chair	1 1

13	OFFICE 2 – ADMINISTRATIVE STAFF	One (1) desk One (1) office chair	1 1
14	ARCHIVE OFFICE	One (1) office chair Two (2) guest chairs	1 2

II . PROCEDURE

The provided quote should include the following:

- 1.The detailed cost of services, including all miscellaneous services as well as the amount that corresponds to the VAT
- 2.The total cost for equipment and services as well as the total amount of VAT that would incur.
- 3.The time interval for which the quoted price will remain unchanged (please note that the quoted price should be valid for at least 30 work days)
- 4.The name of the company, its VAT number, the name of the person responsible and the seal of the company.

TERMS AND CONDITIONS

- 1.Any quotation sent after the above specified deadline will not be taken into consideration.
- 2.The contract will be awarded to the lowest bidder.
- 3.All provided equipment should have 2 years parts warranty.
- 4.After approval and signing of the contract no price amendments of any kind can be made.