

REPUBLIC OF THE PHILIPPINES
EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
BANGKOK, THAILAND

REQUEST FOR QUOTATION

The Embassy of the Republic of the Philippines in Bangkok, Thailand informs the general public that the Embassy intends to procure services for the maintenance of twenty-five (25) air conditioning units in the Embassy for calendar year 2021. This request for quotation is being issued in accordance with Republic Act No. 9184, also known as the "Government Procurement Reform Act" of the Philippines. The details of the requested service are as follows:

- Name of Project : **Maintenance of 25 Air Conditioning Units in the Embassy for Calendar Year 2021**
- Specifications : Bi-annual Major Cleaning of all the Units, inclusive of but not limited to the following services:
- Thorough cleaning of evaporator coils
 - Thorough cleaning of drain pans
 - Thorough cleaning of filters
 - Removal of debris
 - Replacement of capacitors, if needed
- Target Schedules : April 2021 and November 2021
- Approved Budget : Not to exceed a total of THB62,500.00
- Payment : Send-Bill Arrangement
(Payment will be made after completion of each major cleaning)

Please submit a signed quotation and indicate your acceptance for the project. The Embassy accepts quotations submitted directly, or by facsimile or email at the following address, fax numbers, and email address, respectively:

- 760 Sukhumvit Road corner Soi Philippines (30/1), Bangkok 10110, Thailand
- Fax nos. +662 259-2809/259-7373
- Email: bangkokpe.bac@dfa.gov.ph

The deadline for the submission of quotations is on **19 March 2021, 1200h**. For inquiries, you may contact the Embassy at telephone no. +662 259 0139, extension 120.

Very truly yours,

Beatriz Ines L. Herrera-Davila
Head, Bids and Awards Committee Secretariat
Embassy of the Republic of the Philippines, Bangkok

16 March 2021

PRICE QUOTATION FORM

(DATE)

Embassy of the Republic of the Philippines, Bangkok
760 Sukhumvit Road corner Soi Philippines (30/1)
Bangkok 10110, Thailand

Madam/Sir:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation for the following items:

PROJECT	AMOUNT IN FIGURES
<p>Maintenance of 25 Air Conditioning Units in the Embassy for the Calendar Year of 2021 (2 Major Cleanings)</p> <p>Particulars, including but not limited to the following services:</p> <ol style="list-style-type: none">1. Thorough cleaning of evaporator coils2. Thorough cleaning of drain pans3. Thorough cleaning of filters4. Removal of debris5. Replacement of capacitors, if needed	
GRAND TOTAL	

(Amount in Words)

The above-quoted price is inclusive of all costs and applicable taxes.

Very truly yours,

Name of Company

Name/Signature of Representative

Contact No.