

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 the services of a language school for the conduct of a 30-hour Thai language course for twelve (12) Embassy personnel to be held at the premises of the Embassy within the CY2021. 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 services are as follows:

Name of Project	:	Thirty-Hour Thai Language Course for Twelve (12) Philippine Embassy Personnel
Terms of Reference:	:	See attached Annex A
Approved Budget	:	Not to exceed a total of THB120,000.00, inclusive of fees of teachers, reading materials, other related expenses and all applicable taxes.
Payment	:	Within one (1) month after the signing of the Contract

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 **18 June 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

14 June 2021

TERMS OF REFERENCE

1. The language school must be accredited by the Ministry of Education of Thailand.
2. The students will be divided into two (2) groups in two (2) different time slots on mutually agreed schedule.
3. The classes must be held at least twice a week for a period of two (2) hours per class/session, and shall start in August 2021 until the completion of the course or not later than 31 December 2021.
4. The classes shall be held at the Embassy premises.
5. The language school must provide qualified teachers, textbooks, hand-outs and other reading materials, and other services necessary for the conduct of the language course.
6. The language school shall issue a Certificate of Completion immediately after the date of completion of the Course.

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
Thirty-Hour Thai Language Course for Twelve (12) Philippine Embassy Personnel to be held at the Embassy premises from August 2021 to December 2021, inclusive of fees for qualified teachers, textbooks, hand-outs, and other services necessary for the conduct of the language course.	
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.