

**PHILIPPINE CONSULATE GENERAL
SYDNEY, AUSTRALIA**

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

The Philippine Consulate General in Sydney, through its Bid and Awards Committee (BAC), hereby invites all interested agencies/companies, to quote their lowest price on the item/s listed below, subject to the General Conditions stated herein, and submit the same not later than **29 November 2021**. Interested suppliers may schedule an onsite inspection of the project during the period 22-29 November 2021 and may bring samples of carpet tiles.

NAME OF PROJECT: Replacement of worn out carpet with new carpet tiles in the study room of the Official Residence of the Consul General located at No. 11 Onslow Avenue, Elizabeth Bay, NSW 2011

APPROVED BUDGET FOR THE CONTRACT: PHP99,843.04 (AUD2,789.00 approx.)

The Philippine Consulate General in Sydney invites submission of quotations for the aforementioned equipment described as follows:

Product	Specifications
Carpet tiles	Size 25 x 100 Approximate size of the flooring for carpet is 8,100 mm x 2,750 mm

TERMS OF REFERENCE

Proposed Quotation, inclusive of GST and other applicable charges, must include the following:

1. Warranty of the products
2. Installation and delivery fee
3. Disposal of all waste/rubbish from the work premises on a daily basis until the completion of the project
4. Take out and dispose old carpet and underlay
5. Removal of furniture and return to designated area
6. Work area should be protected to prevent damage to the property, particularly the wall skirting, and to fix or replace skirting if necessary
7. Detailed installation work schedule and timeframe of completion
8. Installation of carpet tiles using recommended glue to AU standard
9. Scrape and level the flooring underneath and smooth the edges to make surface flat for installation of carpet tiles
10. Mode of payment

For further inquiries, please contact the Philippine Consulate General in Sydney at admin@philippineconsulate.com.au . The quotation may be submitted through email or delivered to the address below:

To: Bids and Awards Committee Secretariat
Philippine Consulate General
Philippine Centre, Level 1
27-33 Wentworth Avenue, Sydney NSW 2000

The Philippine Consulate reserves the right to accept or reject any quotations, to waive any minor defects therein, to annul the bidding process, to reject all quotations at any time prior to contract award, without incurring any liability to the affected suppliers(s)/contractor(s).

The Philippine Consulate assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Quotation/Bid.

22 November 2021, Sydney