

**PHILIPPINE CONSULATE GENERAL
SYDNEY, AUSTRALIA**

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

The Philippine Consulate General in Sydney, through its Bids and Awards Committee (BAC), hereby invites all interested companies, to quote their lowest price on the project proposal listed below, subject to the General Conditions stated herein, and submit the same not later than **27 August 2024**. Interested companies may schedule an onsite inspection of the project during the period 15-27 August 2024:

NAME OF PROJECT : Renovation of the Official Residence of the Consul General:
Repair of damaged brick retaining walls along the staircase including the repair of water seepage along the brick walls and carpark and, installation of additional handrail on left hand side of the wall facing the building located at No. 11 Onslow Avenue, Elizabeth Bay, NSW 2011

APPROVED BUDGET FOR THE CONTRACT: AUD47,607.32 (inclusive of GST)

TERMS OF REFERENCE/SCOPE OF WORK

- Replace all damaged bricks along the staircase;
- Repair gaps between bricks and beam along the staircase;
- Rectify water seepage along the brick walls and carpark/garage;
- Install additional rust proof handrail (at least 3 x new posts of handrail) on left hand side of wall facing building and repaint old handrail
- Top up garden bed on lefthand side of the stairs to allow for water not to sit in the hole and cause damage to bricks;
- Clean the entire brick walls and stairs to remove calcification;
- Site cleaning and removal of debris; and
- Work must not interfere with the daily activities of the residents inside the house, respect the privacy of the residents, and allow for passage of residents in and out of the house.

Quotations should also include the following:

- Terms/mode of payment;
- Disposal of all waste/rubbish from the work premises on a daily basis until the completion of the project;
- Use of high quality materials for this work;
- All work areas should be protected to prevent damage to the tiles and walls;
- Timeframe and work schedule for the completion of the project
(Note: Project completion and final payment should be made on or before 31 December 2024);
- Inclusion of insurances and warranty in accordance to the NSW Fair Trading Act.

Interested companies are requested to provide their project cost and detailed program/work schedule.

For further inquiries, please contact the Philippine Consulate General in Sydney at telephone no. (02) 9262-7377 ext. 102 or send a message to sydney.pcg@dfa.gov.ph . 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 procurement 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.

15 August 2024, Sydney