

**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/contractors, to quote their lowest price on the description/scope of works of project listed below, subject to the General Conditions stated herein, to conduct onsite inspection **(free of charge) on electrical switchboard upgrade works** at the official residence of the Philippine Consul General located at no. 11 Onslow Avenue Elizabeth Bay, NSW Sydney 2011, for the period **1 - 5 September 2025, Wednesday to Friday from 10:00 am to 12:00 pm** and promptly submit the quotation on or before **11 September 2025**.

**NAME OF PROJECT: Procurement of service for the electrical switchboard upgrade at the official residence of the Philippine Consul General located at no. 11 Onslow Avenue Elizabeth Bay, NSW Sydney 2011**

**APPROVED BUDGET FOR THE CONTRACT: AU\$19,714.20 - (Php1,109,495.46)**  
approx./including GST, taxes and other lawful charges

SWITCHBOARD UPGRADE
DESCRIPTION/SPECIFICATION
Disconnection and Decommission:  *Decommission and disconnect existing non-compliant and defective switch gear in current main switchboard. *Remove and dispose non-compliant and hazardous timber paneling in main switchboard.
Power Supply Disconnection and Reconnection:  *Safety disconnect incoming main power supply prior to commencing work on switchboard upgrade. *Reconnect power supply upon completion of switchboard upgrade
Supply and Install Metallic Metal Box:  *Supply and install custom manufactured metallic IP metal box for main switchboard. *Meter box to be double hinged lockable doors and to be 1500 W X 950 H X 200 D.
Main Service Fuse:  *Supply and install main service fuse protecting main power supply. *Fuse 80amp HRC encasing 100amp rating

<p>Service Neutral Link:</p> <p>*Supply and install 12 pole service neutral link for consumers neutral and metering neutral.</p>
<p>Sub-board Enclosure:</p> <p>*Supply and install 23 pole Hager din railed sub-board enclosure housing main switch and all final sub circuits with tinted accessible lids.</p>
<p>Earthing System:</p> <p>*Supply and install main earth electrode complete with earth tag and clamp.  *Supply, wire and install 6mm main earth conductor.  *Supply and install 6mm earthing equipotential bonding of metallic meter box.  *Supply and install 6mm earthing MEN conductor.</p>
<p>Main Switch Installation:</p> <p>*Supply, wire and install Hager 63amp 3 pole main switch circuit breaker.</p>
<p>Final Sub-circuit Switch Gear:</p> <p>*Supply, wire and install 1 X3 pole Hager RCBO safety switch.  *Supply and install X22 single pole Hager RCBO safety switch.</p>
<p>Switchboard Power Outlet:</p> <p>*Supply, wire and install single 10amp din rail mounted power outlet.</p>
<p>Surge Diverter Unit:</p> <p>*Supply, wire and install single 3 pole Hager surge diverter unit device protecting main switchboard gear.</p>
<p>Sundries:</p> <p>*Supply and install necessary Nylon bushing onto metallic switchboard to accommodate cable entry.  *Supply and install fixings and supports to accommodate upgrade installation.</p>
<p>Metering Upgrade:</p> <p>*Supply, wire and install 3phase smart meter upgrading old existing metering.</p>
<p>Circuit identification:</p> <p>*Test and correctly identify all final sub circuits.  *Apply correct labels and identification of switch gear in main switchboard upgrade.  *Supply of circuit schedule identifying circuit descriptions.</p>
<p>Rubbish Removal and Disposal:</p> <p>*Remove and dispose of rubbish generated from planned works.</p>
<p>Labour Services:</p> <p>*2days of trade labour for switchboard upgrade</p>
<p>Parts Warranty:</p> <p>*Warranty for parts installed valid 24 months from installation date.</p>
<p>Labour Warranty:</p> <p>*Warranty for labour valid for 12 months from installation date.</p>

Provide additional materials/works if necessary

### **TERMS OF REFERENCE**

1. Quoted price (inclusive of GST, taxes and other lawful charges) must include copies of Certificate of Currency Workers Insurance and Valid Contractor Licence;
2. Use of high-quality material for this work;
3. All work areas should be protected to prevent damage to the entire house;
4. Timeframe and work schedule for the completion of the project;
5. Winning bidder and supplier is required to sign procurement documents such as the following:
  - a) Contract of Agreement; b) Notice to Proceed; and c) Purchase Order;
6. Must include the warranty of the service/project;
7. Payment arrangements for this project must be indicated in the invoice of the bidder/provider.
8. Mode of payment may be made through Electronic Fund Transfer (EFT) or bank to bank transfer; and
9. The completion of project and full payment should be no later than 31 December 2025.

For further inquiries, please contact the Philippine Consulate General in Sydney at [sydney.pcg@dfa.gov.ph](mailto: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 quotations at any time prior to contract award, without incurring any liability to the affected suppliers/contractors.

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

**26 August 2025, Sydney**