

**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**) for the repair of the 2nd floor toilet of the official residence of the Philippine Consul General located at no. 11 Onslow Avenue Elizabeth Bay, NSW Sydney 2011, for the period **13 -15 April 2026, (Monday to Wednesday) from 10:30 am to 12:00 pm**, and promptly submit the quotation on or before **16 April 2026**.

NAME OF PROJECT: Procurement of service of the repair of the 2nd floor toilet of the official residence of the Philippine Consul General located at no. 11 Onslow Avenue, Elizabeth Bay NSW 2011.

APPROVED BUDGET FOR THE CONTRACT: **AU\$4,769.17 - (Php213,805.43)**
approx./including GST, taxes and other lawful charges

DESCRIPTION/SCOPE OF WORKS
1. Dissect affected leaking area
2. Locate source of leak and fix
3. Includes re-grouting and resealing/water proofing of floor and walls of shower recess, and installing puddle flange.
4. Supply and install cross handle wall top taps and spout
5. Supply & Install New Spa Pump Cut Open Large Ceiling Area
6. Supply/replaced tiles
7. Provide additional materials/work if necessary, with no additional cost
8. Site cleaning and removal of debris

TERMS OF REFERENCE

1. Quoted price (inclusive of GST, taxes and other lawful charges) must include company licence, insurance and other related documents;
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) Job 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;
9. Disposal of all waste/rubbish from the work premises until the completion of the project; and
10. The completion of project and full payment should be no later than 25 May 2026.

For further inquiries, please contact the Philippine Consulate General in Sydney at 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.

08 April 2026, Sydney