



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN



REQUEST FOR QUOTATION/PROPOSAL

The Embassy of the Republic of the Philippines in Tokyo, Japan (Embassy), through the authorized appropriations in the Fiscal Year (FY) 2026 General Appropriations Act (GAA), chargeable against the Embassy's General Fund under its Maintenance and Other Operating Expenses (MOOE), intends to apply the sum of **One Hundred Twenty Thousand Japanese Yen (JPY120,000.00) only**, being the Approved Budget for the Contract (ABC) for the procurement of fumigation services for mosquito control treatment to be conducted in the garden of the Official Residence of the Philippine Ambassador (project).

Quotations/Proposals received in excess of the ABC shall be automatically rejected.

Name of Project : Procurement of fumigation services for mosquito control treatment to be conducted in the garden of the Official Residence of the Philippine Ambassador

Specifications : *(Please see attached Annex "A" for complete technical specifications)*

Approved Budget : Not to exceed One Hundred Twenty Thousand Japanese Yen (JPY120,000.00) only, including taxes and applicable charges

Payment : Send bill arrangement

Interested service providers are required to submit their duly signed Price Quotation Form (Annex "B") together with necessary and relevant documents to support their proposal.

Payment shall be in Japanese Yen.

The deadline for submission of quotations/proposals is on or before 12:00 noon of **14 October 2026** (Japan Standard Time). Open quotations/proposals may be submitted in person or through fax at 03-5562-1603.

The Embassy reserves the right to accept or reject any quotation, to annul the proposal process, and to reject all quotations/proposals at any time prior to contract award without thereby incurring any liability to the affected supplier or suppliers.

For inquiries, the Philippine Embassy may be reached at telephone number: 03-5562-1600.

Ms. IHNA ALYSSA MARIE O. SANTOS
Third Secretary and Vice Consul
Head, BAC Secretariat
Philippine Embassy, Tokyo, Japan
5-15-5 Roppongi, Minato-ku, Tokyo, Japan
Tel.: (03) 5562-1600 local 152
Email: admin.section@philembassy.net

07 October 2026

ANNEX A

TECHNICAL SPECIFICATIONS

The Embassy of the Republic of the Philippines in Tokyo, Japan intends to procure fumigation services for mosquito control treatment to be conducted in the garden of the Official Residence of the Philippine Ambassador (project) with the following minimum requirements:

Project	Procurement of fumigation services for mosquito control treatment to be conducted in the garden of the Official Residence of the Philippine Ambassador
Approved Budget for the Contract (ABC)	Not to exceed One Hundred Twenty Thousand Japanese Yen (JPY120,000.00) only, including taxes and applicable charges
Description	
Location Site	Official Residence of the Philippine Ambassador (complete address to be provided to interested contractor/supplier via email)
Area size	Approximately 500 square meters
Schedule of Work	Preferably in the morning of 16 October 2026 (Friday)
Deliverables	1. To conduct fumigation services for mosquito control treatment in the garden of the Official Residence of the Philippine Ambassador 2. The insecticide to be used must have low toxicity in consideration of the fish in the pond, as well as to fruit-bearing plants in the garden
Other requirements	The cost of the product/service shall be quoted in Japanese yen, inclusive of all taxes and other lawful charges.
Evaluation Process	The Project shall be awarded to the lowest priced, acceptable, and responsive quotation/offer. The Philippine Embassy reserves the right to accept or reject any quotation, and to reject all quotations at any time prior to award of contract, without incurring any liability to the affected company/supplier.
Terms of Payment	Payment shall be made after the complete delivery of the service, and upon receipt of the invoice by the Finance Section of the Philippine Embassy.

ANNEX B**PRICE QUOTATION FORM**

[DATE]

Philippine Embassy
5-15-5 Roppongi, Minato-ku
Tokyo-to 106-8537

Sir/Madam,

After having carefully read and accepted the general conditions, I/we quote on the item/s at price/s noted below (in the Request for Quotation), hereunder is our quotation/s for the item/s as follows:

Qty	Items	Specifications	Unit Price (JPY)	Total Price (JPY)
1 Lot	Procurement of fumigation services for mosquito control treatment to be conducted in the garden of the Official Residence of the Philippine Ambassador			

(Amount in words) _____

_____.

The above-quoted prices are inclusive of all costs, including driver's wage, toll fees, fuel, and applicable taxes, and I undertake to perform said service and/or deliver said service at the above specified address on the abovementioned dates.

Very truly yours,

Name of Company_____
Printed Name and Signature_____
Contact Details