



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 Philippines in Tokyo, Japan, through the authorized appropriations under the General Appropriations Act and chargeable against Post's MOOE FY 2021, intends to apply the sum of **Two Million Japanese Yen (¥2,000,000.00)**, being the Approved Budget for the Contract (ABC) for the **Regular/Quarterly Deep Cleaning/Disinfection of the Philippine Embassy building** located at 5-15 Roppongi, 5-chome, Minato-ku, Tokyo, Japan. Quotations/Proposals received in excess of the ABC shall be automatically rejected.

**Name of Project** : Regular/Quarterly Deep Cleaning/Disinfection of the Philippine Embassy building

**Location of Delivery** : 5-15 Roppongi 5-chome, Minato-ku, Tokyo, Japan

**Specification** : *(Please see attached Annex "A" for complete requirements)*

**Approved Budget** : Two Million Japanese Yen (¥2,000,000.00)

Interested suppliers are required to submit their duly signed Price Quotation Form (Annex "A").

Payment shall be in Japanese Yen.

The deadline for submission of quotations/proposals is on or before 12:00 noon of Monday, 30 July 2021 (Japan 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 inquiry, you may contact the Philippine Embassy at telephone number 03-5562-1600.

**Mr. ANWAR M. ITO**

Head, BAC Secretariat

Philippine Embassy, Tokyo, Japan

5-15-5 Roppongi, Minato-ku, Tokyo, Japan

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**Mr. ROBESPIERRE L. BOLIVAR**

Chairperson, Bids and Awards Committee

Philippine Embassy, Tokyo, Japan

5-15-5 Roppongi, Minato-ku, Tokyo, Japan

15 July 2021, Tokyo, Japan

## PRICE QUOTATION FORM

15 July 2021

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)
4 times a year (quarter)	Deep cleaning/Disinfection of the whole Embassy building (all offices and premises)	1 <sup>st</sup> Floor=2,175.71 sq. m. Basement=420.89 sq. m.		
1 set	Labor	2,596.6 sq. m.		
1 set	Disinfectant solution and materials, etc.			
1 set	Transportation and general works			

(Amount in words) \_\_\_\_\_  
\_\_\_\_\_

The above-quoted prices are inclusive of all delivery costs and applicable taxes, and I undertake to perform said service and/or deliver said goods at the above specified address no later than **31 December 2021**.

Very truly yours,

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Printed Name and Signature

\_\_\_\_\_  
Contact Details