## THE PHILIPPINE CONSULATE GENERAL

Osaka, Japan

### REQUEST FOR QUOTATION

### Sir/Madam:

Please submit your lowest price quotation for the following item/s individually described below, subject to the following conditions:

- 1. Quotations submitted to the Consulate will be considered the final offer. In the event that the price is acceptable, a properly accomplished and approved PURCHASE ORDER will be served to the supplier. The delivery date will be indicated in the Purchase Order.
- 2. The Department hereby reserves the right to reject any/all offers, and accept any/all offers it may consider most economical and advantageous to the Government.
- 3. Goods/Services supplied and delivered shall be subject to the usual inspection by the duly authorized representative of the Consulate.
- 4. Payment will only be effected by strict compliance with the usually prescribed accounting and auditing requirements
- 5. Payment shall be in Japanese Yen, paid directly to the account of the winning bidder.
- 6. Interested suppliers are required to submit their duly-signed Price Quotation Form.
- 7. The deadline for submission of the quotation is 18 September 2024 at 12:00 pm (Japan time).

RFQ Code	2024-RFQ-006
Name of the Project	Vehicle Insurance for Toyota Gran ace
Approved Budget:	PHP 244,000
Specification	Please see attached priced quotation form

Open quotations may be submitted in person or through fax at 06-6910-8734.

For inquiries, you may contact the Philippine Consulate General Osaka at telephone number 06-6910-7999.

Very truly yours,

BAC Chairperson

## PRICE QUOTATION FORM 見積書

Date(日付)

Philippine Consulate General Osaka 在大阪フィリピン共和国総領事館

Twin 21 MID Tower 24F 所在地: 〒540-6124

2-1-61 Shiromi, Chuo-ku大阪市中央区城見2-1-61Osaka City 540-6124 Japanツイン21 MID タワー24階

Sir/Madam: ご担当官様

当社は、貴領事館より提示の入札募集(全体的な条件)を精読し、以下の通り見積を提出いたします。 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:

Description 品目·内容	Quantity <sub>数量</sub>	Approved Budget Contract 承認済予算	Unit Cost 単価 (¥)	Amount (¥) 合計
	1	PHP 244,000		
Automobile Insurance for Toyota Gran ace				
<ul> <li>Compulsory Automotive         Liability Insurance coverage         for twelve (12) months</li> <li>Voluntary Insurance         <ul> <li>Coverage for twelve</li> <li>(12) months</li> <li>Bodily injury liability:</li></ul></li></ul>				

The above-quoted prices are inclusive of applicable taxes, and I undertake to deliver said services at the Philippine Consulate General in Osaka on the above-specified

OsakaPCG-BAC-02 I Effectivity Date 30 March 2023 Revision: 00

OsakaPCG-BAC-02 I Effectivity Date 29 March 2023| Revision: 00

delivery dates. 上述の見積は、適用税額等を含みます。また、上述の日程で、在大阪フィリピン総領事館における納品および納品にかかる業務を行います。

Very truly yours, 敬意をこめて

Name of Company 会社名

Printed Name & Signature ご担当者あるいは責任者の記名押印

Contact Details 連絡先詳細

# PROJECT PROCUREMENT MANAGEMENT PLAN 2024 End-User: Osaka PCG MFO/PAP Code:

IVII O/ FAT COUE.	C								
		Specification	Early	Mode of		Bookio	Amount	Expected Implementation	
PAP Code	Project/Activity/Program 2024 FY	Specification Details	Procurement Activity? [Yes/No]	(Please Specify)	Qty	wn of Amounts	(PhP)/Estimated Budget	Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec	Remarks
	Semi eExpandable-Other Supplies and Materials			Small Value					
3020233000	Expenses			Procurement			200,000.00		
	Surgical Masks							×	
	Alcohol/Disinfectant							×	
	Disaster Preparedness Kits							×	
	Cleaning Materials							×	
5021202000	GENERAL SERVICES: Janitorial Services			Competitive			552,000.00		
	Regular Office Cleaning							×	
	Toilet Cleaning							×	
5021299099	OTHER GENERAL SERVICES						757,000.00		
	Electrical Recabling							×	
	General Cleaning			Small Value				× × × × × × × × × × × × ×	
5021306001	REPAIR & MAINTENANCE: (Motor Vehicles)			Small Value			238,000.00		
5021503000	INSURANCE			Competitive			244,000.00		
	Vehicle Insurance			,				×	
	Property Insurance								
	Accident Insurance							×	
5029907001	SUBSCRIPTION EXPENSE: ICT Software			Small Value			100,000.00		
	Adobe Acrobat							×	
	Anti Virus Software							×	
	Canva Subscription								
	Email Subscription							×	
	SUBSCRIPTION EXPENSE: Library and other Reading			Small Value					
5029907004	Materials			Procurement			67,000.00		
	1 year Subscription to japan Times newspaper							×	
	1 year Subscription to Mainishi Shinbun (morning								
	edition) Newspaper							×	
5020501000	COMMUNICATION SERVICES: Postage and Courier			Small Value			535,000.00		
	JP Post							×	
	Takyubin for Outreach								
	DHL International							×	
5020502001	COMMUNICATION SERVICES: Mobile			Small Value			259,000.00		
	Duty Cellphone							×	
	HOP Cellphone							×	
	ATN Phone								
5020502001	5020502001 COMMUNICATION SERVICES: Landline			Small Value			150,000.00	×	

# PROJECT PROCUREMENT MANAGEMENT PLAN 2024 End-User: Osaka PCG MFO/PAP Code:

Congressional insertion		6,500,000.00		GPPB Resolution 28-2017	No G		Rental of Information and Communications Technology Devices	
		3,581,000.00		GPPB Resolution 28-2017	No G	As per provided Authority	Purchased of Passenger Van (011011012024-02-001265	
		670,000.00		GPPB Resolution 28-2017	No G	For 150 pax	Naytional Day Celebration with the FilCommunity	
		670,000.00		GPPB Resolution 28-2017	No 2	For 150 pax	National Day Celebratioin with Diplomatic Corps	
							SUPPLEMENTAL ANNUAL PROCUREMENT PLAN	SUPPLEM
		37,481,000.00					Total	
		12,421,000.00					Other Proffesional Services	50211990
		2,649,000.00					Representation Expenses	50299030
		209,000.00					Bank Transaction Fee	5029922000
	×						Office Wifi (2)	
	×						ATN Wifi	
		238,000.00		Small Value Procurement			COMMUNICATION SERVICES: Internet Subscription	5020503000
Remarks	Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec	(PhP)/Estimated Budget	y wn of Amounts	(Please Specify)	Procuremen t Activity? (Yes/No)	Details	Project/Activity/Program 2024 FY	PAP Code
	Expected Implementation	Amount	Brookdo	Mode of	Is this an Early	Specification		

Prepared by:

MARIA LUISA L. REMULLA diministrative Officer

Noted and Approved by:

VOLTAIRE D. MAURICIO (Head of Post))

Prepared 23-Jul-24 Submitted: 23-Jul-24

## **PROJECT PROCUREMENT MANAGEMENT PLAN 2024**

Osaka PCG

MFO/PAP Code: 5020301002 5029905004 50204020000 UTILITIES: Electricity Expense 5020322001 Furniture and Fixtures 5020321003 5020309000 Lubricant Expenses 5020301001 5029905006 5029905003 5020401000 5020321002 5029905001 5020201002 5020101000 **PAP Code** RENT: Motor Vehicle RENT: Building and Structures Office Equipment Expenses UTILITIES: Water Expense TRAINING EXPENSE TRAVEL: TRANSPORT / DSA SUPPLIES & MATERIALS: Semi Expandable-SUPPLIES & MATERIALS: Semi-Expandable-ICT SUPPLIES & MATERIALS: Semi-Expandable-SUPPLIES & MATERIALS: Fuel, Oil and SUPPLIES & MATERIALS Office Supplies SUPPLIES & MATERIALS- ICT Office Supplies OPERATING LEASE RENT: Equipment Parking Space- 5 slots Storage Room (33rd Floor, MID Bldg.) Office Space and Storage Room (24 Flr) Nihongo Class Official Travel to Other Foreign Service Posts Airport Transfers to Officials Visiting Bilateral Meetings Lease of Outreach Venue Team Building Official Travel to Manila Consultation Consular Outreach Missions Project/Activity/Program 2024 FY Specification Procuremer t Activity? is this an (Yes/No Early Procurement small value Lease of Venue Procurement Procurement SVP/Lease of Procurement Lease of Real HTC/Lease of Procurement Procurement Small Value Small Value Small Value Small Value Competitive Competitive Bidding Specify) (Please Mode of Bidding HTC Qty Amounts Breakdo wn of (PhP)/Estimated 15,421,000.00 Budget Amount 949,000.00 355,000.00 500,000.00 133,000.00 111,000.00 222,000.00 292,000.00 200,000.00 200,000.00 289,000.00 100,000.00 90,000.00 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Expected Implementation Dec Remarks

## **PURCHASE REQUEST**

## Philippine Consulate General, Osaka Japan Agency

Departmen	t:	Administrative	PR No.: 2024-09	-001 Date:	05 September, 2024
Section:	я	Property	SAI No.: <u>n/a</u>	Date: _	
Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot	Procurement of vehicle insurance for the offical service			0.00
		vehicle, Toyota GranAce of the OSAKA PCG.		- 1 - 1	0.00
XXX	xxx	xxxxxxxxx nothing follows xxxxxxxxxx	xxx xxx	XX	2.00
				- 1 - 1	0.00 0.00
				- 1 - 1	0.00
					0.00
					0.00
					0.00
				- 1 - 1	0.00
					0.00
				- 1 - 1	0.00
				1 1	0.00
					0.00
					0.00
					0.00
				1 1	0.00
					0.00 0.00
					0.00
					0.00
Purpose:					
For the official use of the Philippine Consulate General.					
Signature		Requested By:	/m/		
Printed Nar Designation:	ne:	CHARI Prop	LIE V. NABO erty Officer		