



30 August 2024

RFQ-JPM-2024-16

**BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION**

The Permanent Mission of the Philippines to ASEAN through its Bids and Awards Committee (BAC) is pleased to invite you to submit an Open Quotation for the provision of General Repairs and Maintenance Services for the Chancery, subject to the General Conditions stated herein, on or before **5:00 PM, Friday, 06 September 2024**, described as follows:

Name of Project : Procurement for General Repairs and Maintenance Services for the Chancery of the Permanent Mission of the Philippines to ASEAN

Specifications : Please see attached Terms of Reference

General conditions:

1. Prices should be inclusive of all relevant taxes and charges;
2. Prices shall be quoted in Indonesian Rupiah (IDR) and payment will be made also in IDR;
3. The bidder must submit the following documentary requirements:
 - a. Business permit
 - b. Income tax returns
 - c. Company profile
4. The BAC reserves the right to request for or waive any documentary requirement taking into consideration the usual trade and business practices being observed in Indonesia in accordance with Government Policy Procurement Board (GPPB) Resolution No. 28-2017;
5. This Request must not be taken as a guarantee that the Mission shall enter automatically into a contract; and should a contract be entered into, this will in no way be construed as a waiver of the Mission's sovereign immunity;
6. The bidder that submits the Lowest Calculated and Responsive Bid shall be awarded the contract subject to the best interests of the Philippine Government.

For further inquiries or clarifications, please refer to:

Bids and Awards Committee (BAC) Secretariat

Permanent Mission of the Philippines to ASEAN
Jalan Wijaya XVI No. 5, Melawai, Kebayoran Baru
Jakarta Selatan 12160, Republic of Indonesia
Tel no. (+6221) 7220163
Fax no. (+6221) 72789020
Email address: phmissiontoasean.property.jpm@gmail.com
Website: www.jakartapm.dfa.gov.ph

**[SGD]
LORENZO CRIS D. VIDAL
BAC Chairperson**

TERMS OF REFERENCE

PROJECT NAME : Procurement for General Repairs and Maintenance Services for the Chancery of the Permanent Mission of the Philippines to ASEAN

APPROVED BUDGET FOR THE CONTRACT : Total of IDR 50,000,000.00

BACKGROUND

The Permanent Mission of the Philippines to ASEAN in Jakarta, Indonesia intends to repair and maintain some parts of the chancery.

OBJECTIVE

The objective of this undertaking is to ensure that the procurement of the repair and maintenance services will come from a reputable company.

APPLICABLE RULES AND REGULATIONS

The selection of a vendor for the project shall be done in accordance with Government Procurement Policy Board (GPPB) Resolution 28-2017 dated 31 July 2017 (Guidelines for the Procurement of Goods and Services, Infrastructure Projects, and Consulting Services to be Procured and Performed Overseas).

The Permanent Mission of the Philippines to ASEAN in Jakarta, Indonesia, by entering into a contract with the successful bidder, does not waive its sovereign immunity, as the project is being undertaken as an official act. In this regard, any conflict arising from the implementation of the project shall be resolved through negotiations.

SPECIFICATIONS

1. The company must repair the following:

1.1 Cabinet

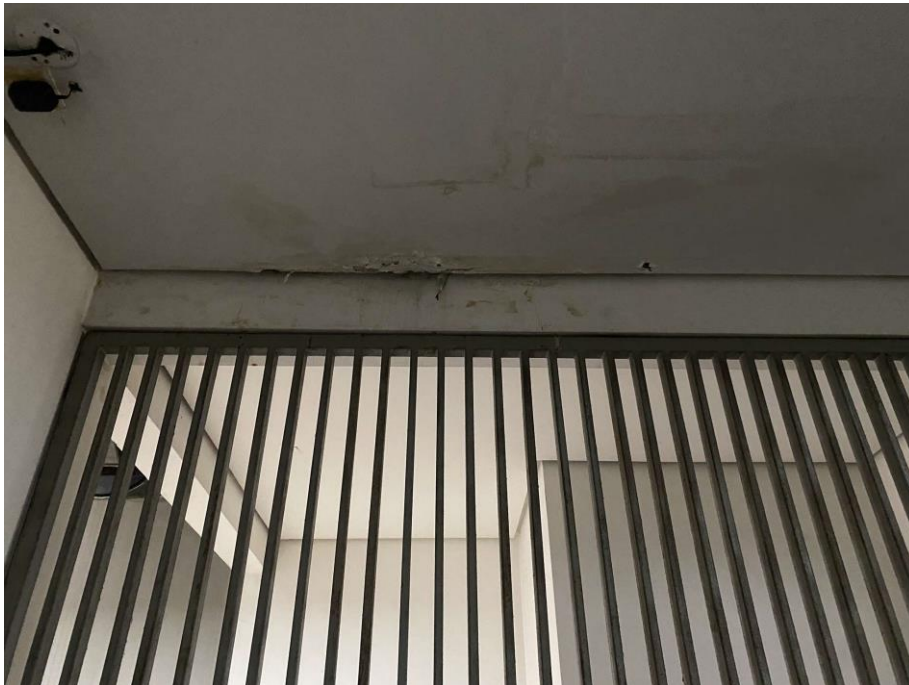




1.2 Door



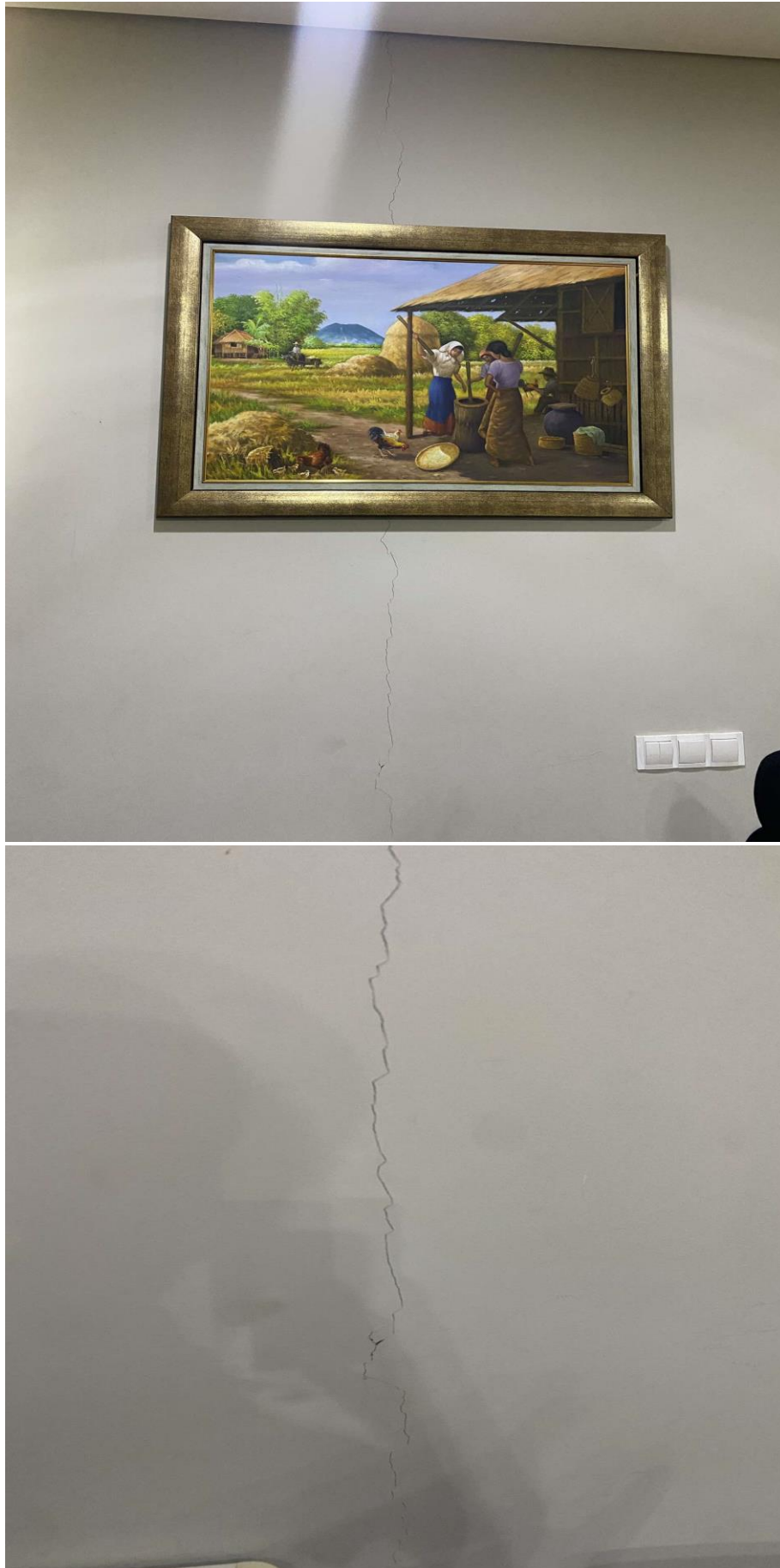
1.3 Ceilings

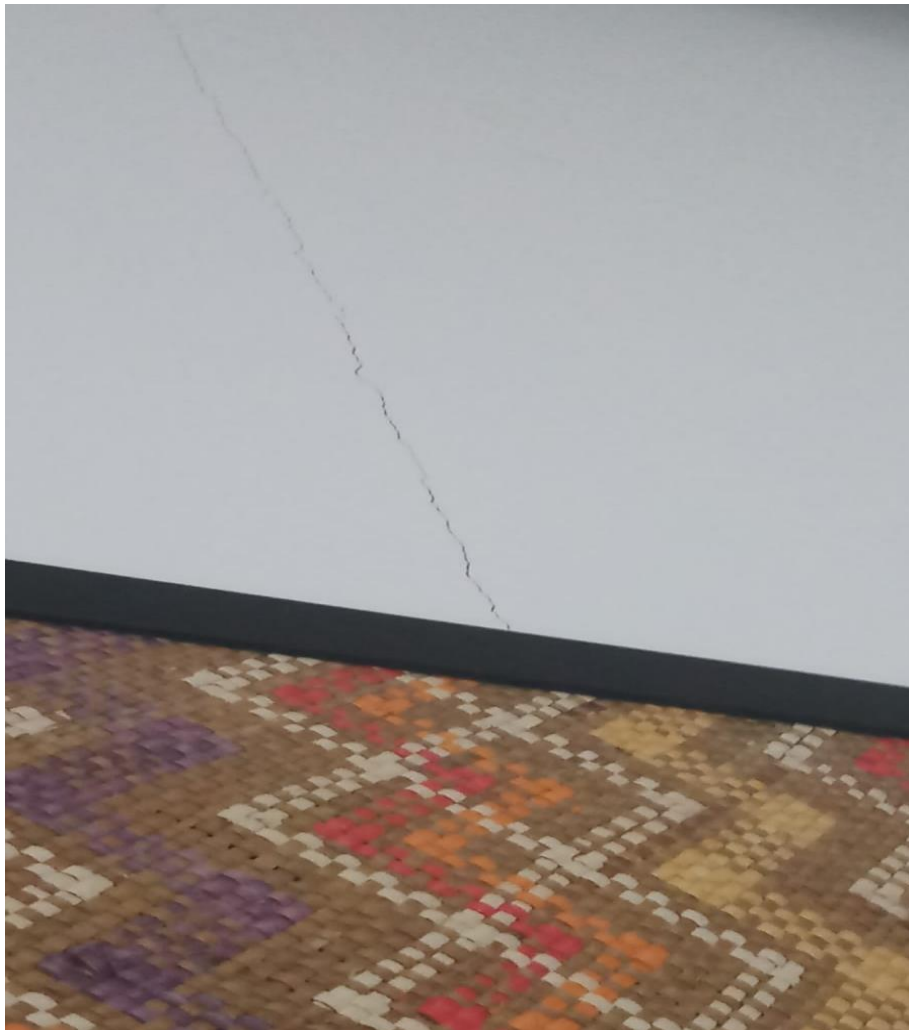






1.4 Walls









1.5 Rooftop Water Tank Station



2. The service provider must visit the Mission and check the building to provide a more accurate quotation.
3. The quotation must be final and shall include tax, service charge, and other lawful charges.

PAYMENT SCHEME

Payment option shall be in accordance to the payment scheme provided by the company and to the laws and regulations of the Republic of Indonesia.