



**CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
CHICAGO**



05 August 2025

**REQUEST FOR QUOTATION
(REPAIRS OF THE OFFICIAL RESIDENCE – 945 TIMBER HILL RD,
HIGHLAND PARK, ILLINOIS, USA)**

Sir/Madame,

We would like to request for your lowest price quotation for the item described below, subject to the following:

1. Quotations submitted to this Office will be considered final offer. In the event that the price is acceptable, a properly accomplished and approved Purchase/Job Order will be served to the supplier/contractor;
2. The Philippine Consulate General reserves the right to reject, or to accept any offer it may deem most advantageous to the Government;
3. Goods/Services supplied or delivered shall be subject to the usual inspection by the Philippine Consulate General's duly authorized representative;
4. Payment will be effected in compliance with the Philippine Government's prescribed accounting and auditing requirements;
5. The Terms of Reference of the Project are attached as **Annex A**.
6. Quotations must be submitted to the Philippine Consulate General in Chicago Bids and Awards Secretariat on or before 1700H (5pm) of 12 August 2025. Quotations received after the deadline will not be accepted; and
7. The Philippine Consulate General in Chicago reserves the right to reject, or to accept any offer it may deem most advantageous to the Government.

Prepared by:


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**CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
CHICAGO**



TERMS OF REFERENCE

OFFICE : Philippine Consulate General in Chicago

PROJECT : REPAIRS OF THE OFFICIAL RESIDENCE

DATE : 05 AUGUST 2025

The Philippine Consulate General in Chicago intends to procure services for the repairs of the Official Residence of the Consul General located at 945 Timber Hill Road, Highland Park, Illinois, USA 60035, hereinafter referred to as the Project, from a reputable company/supplier.

I. Specification/Particulars

The repairs will cover the following areas:

- *Primary Bathroom* - demolition and hauling away of all debris including tiles, bathtub, light fixtures, old durock, shower door; removal of plumbing fixtures; installation of new plumbing fixtures installation of all new valves and water lines; relocation of the drain to the new shower base; replacement of the door with a door frame; installation of new wood baseboards; preparation, filling of nail holes, caulking and painting with two coats white satin finish; drywall installation, patching, sanding, priming and painting of walls with two coats eggshell finish; painting of ceiling with two coats white flat finish; painting of one window frame, door with door frame with two coats white satin finish, caulking as needed; waterproofing of shower walls; installation of a new durock; tile installation for shower walls and floor; and cleaning up and disposal of all debris;
- *Hallway Bathroom* - demolition and hauling away of all debris including tiles, bathtub, light fixtures, old durock, shower door, removal of old plumbing fixtures, installation of new plumbing fixtures, bathtub, shower head, drains, faucets and toilet; installation of all new valves and water lines; relocation of the drain to the bathtub; replacement of the door with a door frame; installation of new wood baseboards; preparation, filling of nail holes, caulking and painting with two coats white satin finish; drywall installation, patching, sanding, priming and painting walls with two coats eggshell finish; painting of ceiling with two coats white flat finish; painting of one window frame, door with door frame with two coats white satin finish, caulking as needed; waterproofing of shower walls; installation of a new durock; tile installation for shower walls and floor; and cleaning up and disposal of all debris; and
- *Garage* - installation of a new insulation wall, drywall installation, patching, sanding, priming, and painting of walls with two coats eggshell finish; and, paint ceiling with two coats white flat finish.

Note: It should include all finishing materials for bathrooms, such as: Vanity, Mirrors, Vanity Lighting, Toilet with electronic bidet, Shower Trim, Sinks, Faucets, Tiles, Shower Doors, Bath Tub.

II. Approved Budget for the Contract

The Approved Budget for the Contract (ABC) for the Project shall not exceed US\$129,000.00 (or PHP7,259,991.00).

III. Deliverables

The company/supplier shall supply the Philippine Consulate General the above-mentioned renovation project that meets the minimum specifications indicated under Section I above.

IV. Pricing

The offered quote or cost of the contract should be inclusive of all applicable government taxes and charges, delivery cost, and installation charges.

V. Warranty

The item/equipment provided by the company/supplier should include the manufacturer's appropriate warranty. The company/supplier shall be responsible and liable for providing the necessary remedies for defects, faults or shortages after the completion of the Project.

VI. Fees and Terms of Payment

The company/supplier must accept checks as a mode of payment. Payments shall be in accordance with a schedule of tranche releases vis-à-vis the deliverables



ELLA KARINA R. MITRA
Consul and Administrative Officer

Chicago, 05 August 2025