



07 August 2024

**REQUEST FOR QUOTATION
(LANDSCAPE RENOVATION)**

Sir/Madam,

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; and
5. Your quotation should include the costs for the following, among others, involving the property at 945 Timberhill Road, Highland Park, Illinois:
 - New enriched garden soil
 - Removal of mature bushes and replanting of new ones
 - Removal of rotting tree stumps and roots; stones and rocks
 - Aesthetic garden landscape with areas for flowers
 - Planting of suitable plants for aesthetic enhancement
 - Making the yard more even and refilling the holes
 - Installation of new brick pavers on the walkway in front of the property
 - Removal of old concrete tiles by the entrance areas of the family room and formal dining room and installation of new brick pavers on both sides
 - Repair of sprinkler system
 - Level off the grounds with new sod and grass
 - Obtaining of all the necessary permits from all relevant authorities
 - Removal and hauling of all resulting dirt and debris
 - Flexible working hours from 7:00 am to 4:00 pm, Monday-Friday, provided work is completed in substantial compliance with the contract, by 30 September 2024
 - Payment terms
6. A survey of the subject property is attached, for reference.
7. Quotations must be submitted to the Philippine Consulate General in Chicago Bids and Awards Secretariat on or before 1700H (5pm) of 14 August 2024. Quotations received after the deadline will not be accepted.
8. 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:


CHERYL M. NAVARRO

Property Officer and
Bids and Awards Committee Secretariat

Noted by:


RYAN FRANCIS D. GENER

Bids and Awards Committee
Chairperson



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



TERMS OF REFERENCE

OFFICE : **Philippine Consulate General in Chicago**
PROJECT : **LANDSCAPE RENOVATION AT THE OFFICIAL RESIDENCE
OF THE PHILIPPINE CONSUL GENERAL**

The Philippine Consulate General in Chicago (Chicago PCG), intends to hire the services of a provider that can conduct landscape renovation at the Official Residence of the Philippine Consulate General located at 945 Timberhill Road, Highland Park, Illinois 60035.

A survey of the subject property is attached for reference.

Following are the terms of reference for this procurement:

- New enriched garden soil
- Removal of mature bushes and replanting of new ones
- Removal of rotting tree stumps and roots; stones and rocks
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- Planting of suitable plants for aesthetic enhancement
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Accreditation with the Better Business Bureau (BBB) or other similar accrediting office/agency would be a factor in the selection of prospective contractors.

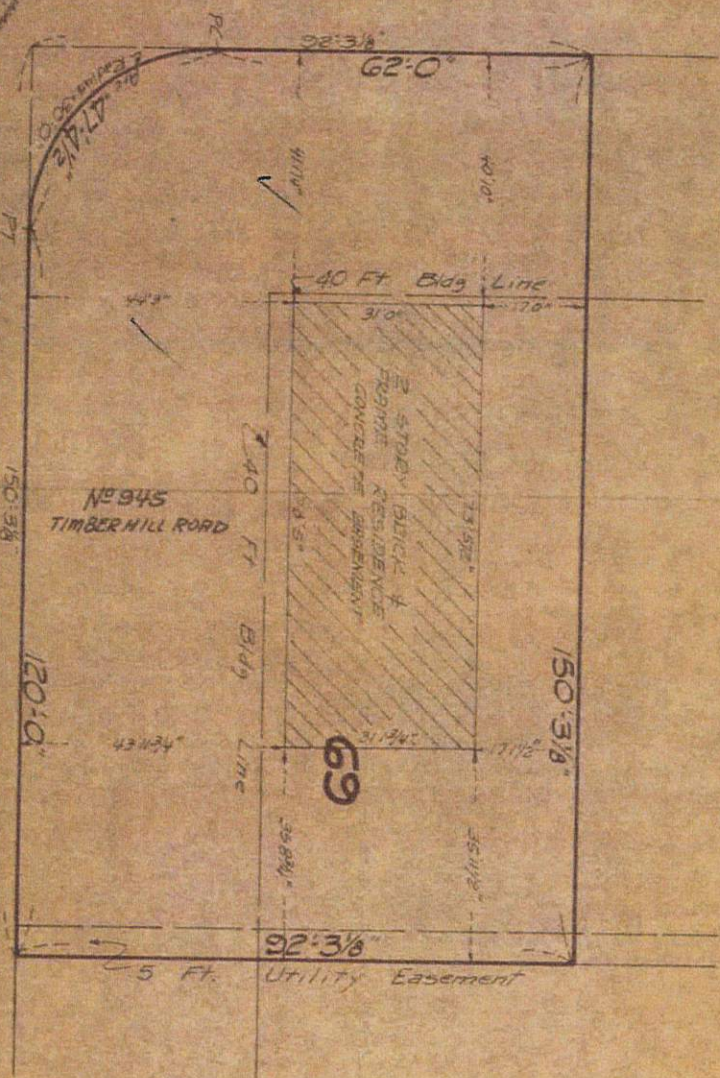
J. SUSANA V. PAEZ
Consul General and
Head of Procuring Entity

Chicago, 07 August 2024

NELSON, HARKER AND MOLLOY, Inc.
REGISTERED LAND SURVEYORS
OF

Lot 69 in Highland Park South, being a subdivision of part of the North 1/2 of the southwest 1/4 of Section 56, Township 43 North, Range 12 East of the 3rd Principal Meridian, in Lake County, Illinois.

HASTINGS AVE.



TIMBER HILL ROAD

Building lines, if any, shown herein are building lines shown on the recorded subdivision plat. Council land authorities for building lines maintained by local authorities.

Scale: 1 inch equals 20 feet.
 Please check legal descriptions with Dept. also compare all points before building and report ANY DISCREPANCY IMMEDIATELY.
 Order No. **649629-69**
 Date: **5-13-12 Page 30**



State of Illinois
 County of Cook
 Nelson, Harker & Molloy Inc. hereby certifies that the above described lot has been made under its direction, by a Registered Surveyor of the property described herein and that the same is a correct representation of said survey.
 Chicago, Illinois. Dated this **16th** day of **May**, 1912.
 Nelson, Harker & Molloy Inc.
 Surveyed by *Edward J. Molloy*