



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



19 December 2025

**REQUEST FOR QUOTATION PROCUREMENT OF WINDOW TREATMENTS FOR THE
OFFICIAL RESIDENCE**

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 the 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. The supplier/contractor must be able to provide the following:
 - Blackout and motorized roller shade window treatments for the following areas, with the following specifications:

Guest Bedrooms (3)

- Cordless Roller Shade with Valance (1)
- Cordless Roller Shades under (1) Valance
- Outside Mount
- Blackout Lining

Dining Room

- Cordless Roller Shades with Valance (2)
- Cordless Roller Shades under (1) Valance
- Outside Mount
- Light Filtering

Foyer

- Cordless Roller Shade with Valance (1)
- Cordless Roller Shade under (1) Valance
- Outside Mount
- Light Filtering

Living Room

- Cordless Roller Shades with Valance (3)
- Cordless Roller Shades under (1) Valance
- Outside Mount
- Light Filtering

Primary Bathroom

- Cordless Roller Shade with Valance (1)
- Cordless Roller Shades under (1) Valance
- Outside Mount
- Blackout Lining

Primary Bedroom

- Cordless Roller Shades with Valance (3)
- Cordless Roller Shades under (1) Valance
- Outside Mount
- Blackout Lining

Study Room (Study Patio Door and 2 windows)

- Cordless Roller Shades with Valance (3)
- Cordless Roller Shades under (1) Valance
- Outside Mount
- Light Filtering


- The supplier/contractor will include in its package the installation and labor on the window treatments.
 - The approved budget for the contract is US\$11,582.74.
6. Quotations must be submitted to the Philippine Consulate General in Chicago Bids and Awards Secretariat on or before **1700H (5pm) of 25 December 2025**. Quotations received after the deadline will not be accepted.
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:


ROCYLEN DE LEON
Property Officer and
Bids and Awards Committee
Secretariat


LIZBETH PANGAN
Bids and Awards Committee
Secretariat

Noted by:


MELVIN C. ALMONGUERA
Bids and Awards Committee
Chairperson



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CHICAGO**



TERMS OF REFERENCE

OFFICE : Philippine Consulate General in Chicago

**PROJECT : PROCUREMENT OF WINDOW TREATMENTS FOR THE
OFFICIAL RESIDENCE**

The Philippine Consulate General in Chicago (hereinafter "Chicago PCG") intends to procure window treatments for the Official Residence.

Following are the terms of reference for this procurement:

- The supplier/contractor must be able to provide the following:
 - Blackout and motorized roller shade window treatments for the following areas, with the following specifications:
 1. Guest Bedrooms (3)
 - Cordless Roller Shade with Valance (1)
 - Outside Mount
 - Blackout Lining
 2. Dining Room
 - Cordless Roller Shades with Valance (2)
 - Outside Mount
 - Light Filtering
 3. Foyer
 - Cordless Roller Shade with Valance (1)
 - Outside Mount
 - Light Filtering
 4. Living Room
 - Cordless Roller Shades with Valance (3)
 - Outside Mount
 - Light Filtering
 5. Primary Bathroom
 - Cordless Roller Shade with Valance (1)
 - Outside Mount
 - Blackout Lining
 6. Primary Bedroom
 - Cordless Roller Shades with Valance (3)
 - Outside Mount
 - Blackout Lining

- 7. Study Room (Study Patio Door and 2 windows)
 - Cordless Roller Shades with Valance (3)
 - Outside Mount
 - Light Filtering
- The supplier/contractor will include in its package the installation and labor on the window treatments.
- The approved budget for the contract is US\$11,582.74.

ELLA KARINA R. MITRA
Administrative Officer/Consul

Chicago, 19 December 2025