



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES LONDON

REQUEST FOR QUOTATION

Sir/Madam:

The Embassy of the Republic of the Philippines in London intends to procure the **CY2021 Annual MOT Test, including the required related repair service due to the six (6) Embassy motor vehicles**, and would like to request a quotation from your company.

If interested, please submit a signed quotation and indicate your acceptance in the attached term of reference by 22 February 2021. The Embassy accepts open quotations submitted directly, through facsimile or email at the address given below:

Bids and Awards Committee
Embassy of the Republic of the Philippines
6-8 Suffolk St, London SW1Y 4HG
Email address: tess.albano@dfa.gov.ph or embassy@philemb.co.uk.

Should you require further clarification, please contact the Property Officer at telephone number 020 7451 1804 or send a message to tess.albano@dfa.gov.ph

Very truly yours,

(SGD)
MARIA THERESA J.F. ALBANO
BAC Secretariat

15 February 2021

Terms of Reference (TOR)

Name of Project	Description	Approved Budget for the Contract
Annual MOT, Related Maintenance and Repair Service for Motor Vehicles	Annual MOT, Related Maintenance and/or Repair Services due to Philippine Embassy registered motor vehicles for CY2021 enumerated, as follows:	£10,000.00

Vehicle Registration	Description / Year	MOT Due Date
233D 408	MB E350 Y2013	21 March 2020
PHI 1	BMW 730D Y2010	07 April 2020
233D 369	MB Viano Y2009	09 April 2020
233D 399	MB S280 Y2004	28 July 2020
233D 375	VW Sharan Y2009	25 August 2020

Conforme:

Signature over printed name

Contact Number (Landline and/or Mobile Phone)

Email address

Business Permit No.: _____

Tax identification No.: _____