



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES

BOTSCHAFT DE REPUBLIK DE PHILIPPINEN

BERNE

BIDS AND AWARDS COMMITTEE
Philippine Embassy, Berne, Switzerland
73-75 Kirchenfeldstrasse, 3005 Berne
Telephone No. 031-350-1704
Email: berne.pe@dfa.gov.ph

REQUEST FOR QUOTATION

Project : Procurement of Professional Services to Dispose of the Embassy's Unserviceable Properties and Equipment.
Reference No. : RFQ No. - 03 - 2021
ABC :
Date : 10 March 2021

The Philippine Embassy in Berne, Switzerland requests for Offers/Quotations for the project "Procurement of Professional Services to Dispose of the Embassy's Unserviceable Properties and Equipment"

Participating companies should comply with the attached Terms of Reference (TOR) of the project.

Interested companies may obtain further information from the BAC Secretariat, Ms. Agnes H. Tuazon at 031-350-1704.

Offers/Quotations must be sent or delivered to the Embassy and received by the BAC Secretariat on by 16 March 2021. Offers/Quotations will be considered on the same day by the Committee. The companies shall thereafter be informed of the decision of the Committee.



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ANNEX A

**Technical Specifications
Procurement of Professional Services to Dispose of the Embassy's
Unserviceable Properties and Equipment**

I.	Background The Philippine Embassy intends to avail of the services of a Swiss reputable company for the Procurement of Professional Services to Dispose of the Embassy's Unserviceable Properties and Equipment.	
II.	Objective To procure professional services for the disposal of the Embassy's unserviceable properties and equipment	
III.	Scope of Work The Contractor shall undertake the following: 1. Pick up from the Embassy Premises its properties and equipment considered unserviceable; 2. Dispose of the said unserviceable properties and equipment at designated areas (<i>Entsorgung</i>) in accordance with Swiss rules and regulations on disposal.	Statement of Compliance
IV	Contractor's Obligations: The Contractor shall: 1. Provide professional, duly licensed electricians; 2. Provide its crew with appropriate protective working gears 3. Provide transport, equipment and other tools necessary to undertake the work	
V.	Contract Duration and Offer:	
	1. The Offer shall include a breakdown of cost; and 2. The Offer shall be exclusive of MWST/VAT refund	
VI	Terms of Payment: 1. The invoice shall be addressed to the Philippine Embassy in Berne, Switzerland, and should indicate that the same is for the Disposal of the Unserviceable Properties and Equipment;and 2. Full payment shall be made within seven (2) days from receipt of the official invoice (send-bill arrangement) by mail.	