



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
SINGAPORE

RFQ-2023-11-13

22 November 2023

Dear Sir/Madam,

Greetings!

The Philippine Embassy in Singapore is requesting for services from car repair companies for diagnosis and provision of a quotation for repair of the Embassy van with the following details:

- 13-seater Toyota Hi-Ace; 2014 model
- car engine stops while on the road
- car battery has been replaced recently

Should your company be interested, kindly contact Mr. Joerel D. Velasco at +65 91708609, for scheduling of car diagnosis visit and preparation of quotation using the attached Price Quotation Form (Annex A).

Thank you.

Sincerely yours,

(Original Signed)
GLORIA JEAN CASTAÑO-ZAFRA
Administrative Officer

**ANNEX A
PRICE QUOTATION FORM**

Date :

To : **MS. GLORIA JEAN V. CASTAÑO - ZAFRA**
Administrative Officer
Embassy of the Philippines - Singapore
Level 16 Units 12A 13/14 Triple One Somerset Building
111 Triple One Somerset Singapore 238164

Madam,

After having carefully read and accepted the terms and conditions in the **Request for Quotation for Car Repair of 2014 Toyota Van**, hereunder is our quotation as follows:

TOTAL AMOUNT:

Amount in words and figures:

_____ SINGAPORE DOLLARS

(SGD _____)

Inclusions:

Very truly yours,

Full Name and Signature

of Representative:

Designation:

Official Company Name:

Contact Number:

Email Address: