



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES SINGAPORE

RFQ-004-2024

18 January 2024

Dear Sir/Madam,

Greetings!

The Philippine Embassy in Singapore intends to engage in the services of car repair companies to urgently perform the following repair works for the Embassy's Official Vehicle, Mercedes Benz E300:

Needed Repairs/Service:

- Replacement of the Complete Engine Oil Cooler Assembly
- Replacement of the Oil Cooler Housing
- Top-up Engine Oil

Labor:

- To dismantle and install Complete Engine Oil Cooler Assembly
- To dismantle and install the Oil Cooler Housing
- To Top-up Engine Oil

Should your company be interested, kindly send a quotation for the replacement, repairs and labor cost to be undertaken on a vehicle registered under the Embassy of the Republic of the Philippines or send an email to clorinda.bonabon@dfa.gov.ph and accomplish the attached Price Quotation Form (Annex A).

Thank you.

Sincerely yours,

(Original Signed)
Maria Clorinda Bonabon - Dankers
Property Officer

**ANNEX A
PRICE QUOTATION FORM**

Date :

To : **Maria Clorinda Bonabon - Dankers**
Property Officer
Embassy of the Philippines - Singapore
Level 16 Units 12A 13/14 Triple One Somerset Building
111 Triple One Somerset Singapore 238164

Sir/Madam,

After having carefully read and accepted the terms and conditions requesting for the repairs, including replacement and labor cost, to be undertaken to the Embassy's official vehicle Mercedes Benz E300 with car plate number S3602CD, 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