



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
BOTSCHAFT DER REPUBLIK DER PHILIPPINEN
BERLIN



REQUEST FOR QUOTATION

PROCUREMENT OF INSURANCE COVERAGE FOR CY 2026
OF THE CHANCERY

The Embassy of the Philippines in Berlin intends to procure insurance (building, contents, and third party liability) for its chancery.

In view of this, interested companies are invited to submit their quotation/offers for the following project:

Project Name:	Insurance for the Chancery
Approved Budget of Contract:	€25,759.05 only
Specifications:	Please see attached Price Quotation Form
Location:	Luisenstrasse 16, 10117 Berlin
Date of Delivery:	Within 15 days from receipt of the Notice to Proceed
Mode of Payment:	Bank transfer

Interested companies are requested to submit their duly accomplished Price Quotation Form not later than **5:00pm of 2 January 2025**, by mail at the above address or via email at **mylah.rubio@dfa.gov.ph**. Please note that quotations submitted must already include VAT and other lawful charges, such as delivery /handling fees and insurance.

The Embassy reserves the right to withdraw the proposal and to reject all quotations at any time prior to the award of the contract without incurring any liability.

For further information and/or queries, please call **+49 (0) 30 864 95 0403** or write an email to the above email address.

BENJAMIN A. CELEDIO, JR.
Chairperson, Bids and Awards Committee

Noted by:

GERARDO P. ABIOG
Head of Post and Head of the Procuring Entity
23 December 2026, Berlin

QTY	UNIT	PARTICULARS	UNIT PRICE	TOTAL AMOUNT (VAT INCLUSIVE)
1	Yr	Building + Glass Insurance		€19,357.30
1	Yr	Contents Insurance		€6,093.41
1	Yr	Liability Insurance		€308.34
			ABC	€25,759.05 only

Company _____

Contact Person _____

Address _____

Telephone No. _____

Email _____