



REQUEST FOR QUOTATION

The Philippine Consulate General in Frankfurt, Germany, as authorized under the Department's FY 2025 Building Fund Program (BFP), invites qualified companies/service providers to submit service/price quotations for the procurement of a cloud-hosted VoIP telephone system for official use of the Consulate.

Interested qualified companies/service providers may submit their quotation or proposal using the attached Price Quotation Form **no later than 16 March 2026** through the Consulate's office address or through email at frankfurt.pcg@dfa.gov.ph. The quotation/proposal shall include the cost of the motor vehicle in Euro, inclusive of taxes and other lawful charges, as well as payment terms, among others.

Attached as "Annex A" is a more detailed description of the project, including the Approved Budget for the procurement project, for reference.

Quotations/Proposals received in excess of the ABC shall be automatically rejected.

The procurement project shall be awarded to the lowest priced, acceptable, and most responsive quotation/offer.

The Consulate reserves the right to accept or reject any quotation, to annul the proposal process, and to reject all quotations/proposals at any time prior to contract award without thereby incurring any liability to the affected supplier/suppliers.

For inquiries, please send an email to Consulate's official email address, attention to the Bids and Awards Committee Secretariat.

signed

MIGUEL CARLO N. HORNILLA

Consul and Chairperson, Bids and Awards Committee (BAC) Secretariat
Philippine Consulate General, Frankfurt, Germany

12 March 2026



Annex A

The Philippine Consulate General in Frankfurt, Germany, invites authorized and qualified companies/service providers to submit price quotations for the procurement of a cloud-hosted VoIP telephone system with specifications, including:

- On-premise 18 IP desk phones / handsets with LCD screen (should include different connectivity options such as, built-in 2.4G/5G Wi-Fi, Bluetooth 4.2, and dual Gigabit Ethernet ports with PoE; as well as features including call forwarding, at least 6-party conference calls, call logs, etc.);
- Cloud-hosting of server (The data center must be within Germany, preferably within the jurisdiction of the Consulate General);
- Provision of regular firmware and security updates, as well as regular monitoring of vulnerabilities by the company/service provider as part of telephone system management; and
- Installation and configuration.

The Approved Budget for the Contract (ABC) for the procurement project shall not exceed a total of Euros Five Thousand Eight Hundred (EUR 5,800.00), which is divisible as follows: Euros Four Thousand Three Hundred and 00/100 (EUR 4,300.00) for the communications equipment, including installation and configuration; and Euros One Thousand Five Hundred (EUR 1,500.00) for annual telephone system maintenance services, including cloud-hosting, provision of regular firmware and security updates, and regular monitoring of vulnerabilities.

Pricing. The cost of the product/service shall be quoted in Euro, inclusive of all taxes and other lawful charges (including delivery, as applicable).

Responsibility of the company/service provider. Delivery of the items to the Consulate General, including installation and configuration, shall be made within twenty (20) days from receipt of the Notice to Proceed, or as agreed between the Consulate General and the company/service provider.

Moreover, the company/service provider should provide basic and technical user training to the Consulate personnel designated as "Administrator" of the telephone system as well as the full administrative access thereto.

Responsibility of the Consulate General. The Consulate General shall issue the Notice of Award and Notice to Proceed to the winning company/service provider.

Evaluation Process. The Project shall be awarded to the lowest priced, acceptable, and responsive quotation/offer.

The Consulate General reserves the right to accept or reject any quotation, to annul the proposal process, and to reject all quotations/proposals at any time prior to contract award without thereby incurring any liability to the affected supplier/suppliers.

PRICE QUOTATION FORM

[DATE]

PHILIPPINE CONSULATE GENERAL

WestendCarree, Grüneburgweg 16-18 1st Floor
60322 Frankfurt Am Main, Germany

Sir/Madam,

After having carefully read and accepted the general conditions, I/We quote on the item/s at price/s noted below (in the Request for Quotation), hereunder is our quotation/s for the item/s as follows:

Quantity	Unit	Particulars	Unit Price (EUR)	Total Price (EUR)
1	Lot			

(Amount in words)

The above-quoted prices are inclusive of all costs, including all taxes and other lawful charges (including delivery), and I/We undertake to perform said at

Very truly yours,

Name of Company

Printed Name and Signature

Contact details