



**CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES  
CHICAGO**

23 May 2025



**REQUEST FOR QUOTATION  
(RENOVATION OF THE OFFICIAL RESIDENCE)**

Sir/Madame,

We would like to request for your lowest price quotation for the item described below, subject to the following:

1. Quotations submitted to this Office will be considered final offer. In the event that the price is acceptable, a properly accomplished and approved Purchase/Job Order will be served to the supplier/contractor;
2. The Philippine Consulate General reserves the right to reject, or to accept any offer it may deem most advantageous to the Government;
3. Goods/Services supplied or delivered shall be subject to the usual inspection by the Philippine Consulate General's duly authorized representative;
4. Payment will be effected in compliance with the Philippine Government's prescribed accounting and auditing requirements;
5. The Terms of Reference of the Project are attached as **Annex A**.
6. Quotations must be submitted to the Philippine Consulate General in Chicago Bids and Awards Secretariat on or before 1700 (5pm) of 30 May 2025. Quotations received after the deadline will not be accepted; and
7. The Philippine Consulate General in Chicago reserves the right to reject, or to accept any offer it may deem most advantageous to the Government.

Prepared by:

  
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# CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES CHICAGO



## TERMS OF REFERENCE

**OFFICE :** Philippine Consulate General in Chicago

**PROJECT :** RENOVATION OF THE OFFICIAL RESIDENCE

**DATE :** 21 MAY 2025

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The Philippine Consulate General in Chicago intends to procure services for the renovation of the Official Residence of the Consul General located at 945 Timber Hill Road, Highland Park, Illinois, USA 60035, hereinafter referred to as the Project, from a reputable company/supplier.

### I. Specification/Particulars

The renovation and construction will cover the following:

#### 1. Foyer

- Repair Exterior Column
- Install new Front Door and side lights, with privacy glass and new door hardware
- Existing transom window will have a frosted film installed to add privacy
- Remove two existing ceiling light fixtures and install chandelier and ceiling mount fixtures in the same location. Install two dimmers in existing location, install one LED sensor light in the closet in existing location
- Paint walls
- Remove closet doors and Install 2 new closet doors

#### 2. Living Room

- Refinish Floor
- Paint walls
- Remove and install new lightings
- Install new picture window (center window)

#### 3. Dining Room

- Install new Dining Room Patio Door
- Remove and install new lightings. Install one dimmer to control new fixture
- Paint walls

#### 4. Kitchen

- Demo existing cabinetry, flooring, closet, soffit and appliances (keep refrigerator)
- Remove door from foyer to kitchen, case door opening (trimming out)
- Repair drywall as needed
- Paint walls
- Cover existing brick wall with drywall
- Remove existing ceiling fixture

- Add ceiling box for fixture over the island
- Install new light fixture over the island
- Install new porcelain Floor Tile
- Electrical / Install (7) Juno 6" LED deep wafer lights in new locations. Install new
- GFCI outlets, switches, dimmer and cover plates. Install (1) new ceiling box over the island.
- Install new Cabinetry
- Install new Countertops and Backsplash in Countertop Material
- Install new plumbing fixtures
- Install new windows and door hardware

#### 5. Study

- Demo ceiling tiles, install new shiplap ceiling
- Demo wall paneling, repair drywall ready for paint
- Refinish existing flooring
- Remove existing lighting in the ceiling, install seven Juno 6" LED deep wafers in new locations and install (2) dimmers in existing locations.
- Paint walls
- Install Patio Door
- Install new door to Garage and new hardware
- Install new door to basement and new hardware
- Install new door to Powder Room and new hardware

#### 6. Basement

- Demo floor, Frame two walls and install two new doors to create two closets and Drywall
- Install new switch opening in the new walls in the panel room basement and install two 6" LED surface mounted fixtures. One will be on an existing ceiling box and one on a new ceiling box. Install a separate recessed can in the new basement storage area and install one new switch opening
- Install new LVT flooring
- Paint walls

#### 7. Bedrooms

- Paint
- Bedroom 3- Demo wall unit and repair wall
- New light fixture in one bedroom

#### 8. Whole house

- Install new smoke detectors
- Post construction cleaning

## II. **Approved Budget for the Contract**

The Approved Budget for the Contract (ABC) for the Project shall not exceed US\$249,765.97 (or PHP14,478,933.28)

### **III. Deliverables**

The company/supplier shall supply the Philippine Consulate General the above-mentioned renovation project that meets the minimum specifications indicated under Section I above.

### **IV. Pricing**

The offered quote or cost of the contract should be inclusive of all applicable government taxes and charges, delivery cost, and installation charges.

### **V. Warranty**

The item/equipment provided by the company/supplier should include the manufacturer's appropriate warranty. The company/supplier shall be responsible and liable for providing the necessary remedies for defects, faults or shortages after the completion of the Project.

### **VI. Fees and Terms of Payment**

The company/supplier must accept checks as a mode of payment. Payments shall be in accordance with a schedule of tranche releases vis-à-vis the deliverables.

**ELLA KARINA R. MITRA**  
Consul and Administrative Officer

Chicago, 21 May 2025