



**Consulate General of the Republic of the Philippines
Nagoya**

REQUEST FOR QUOTATION

The Consulate General of the Philippines in Nagoya invites interested parties to submit quotation for the Lease of Office Space, in accordance with the Procurement Law of the Government of the Republic of the Philippines. The details of the project are as follows:

Name of Project : Lease of Office Space for the Consulate General of the Philippines, Nagoya

Location : Nagoya City

Approved Budget for the Contract: FOUR MILLION YEN (JPY4,000,000) or approximately TWO MILLION PESOS (PhP2,000,000.00)

Submission of quotation is on or before Friday, 12 March 2020, 12:00 noon, at the temporary office of the Consulate General of the Philippines at Hanaguruma Building, North 2F, Room 20, 5-4-14 Meieki, Nakamura-ku, Nagoya-shi.

Attached is our minimum technical requirements for this project.

The Consulate General of the Philippines reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may contact us at telephone no. 052 588 2446 or email us at nagoya.pcg@dfa.gov.ph, cc: lazaro.garcia@dfa.gov.ph.


LAZARO M. GARCIA, JR.
Administrative Officer
and Procurement Committee Member

Nagoya, 5 March 2020

TECHNICAL SPECIFICATIONS

1. **Structural and space requirement.** A small stand-alone building with a total available and leasable space of at least 600 square meters excluding common areas (stairs, landing, elevator, etc.). It must accommodate at least 21 office personnel and 50 to 100 clients a day.
2. **Location.** Building must be beside a subway station and post office, and within a radius of at least three (3) kilometers from Nagoya train station.
3. **Building and facilities.** Building should have been built or retrofitted based on Japan's earthquake resistance standard. It must have the following facilities/amenities:
 - a) Proper lighting and ventilation
 - b) Heating and air conditioning system;
 - c) Elevator/s and stairs (for multi-level building);
 - d) Provisions for restrooms (with lavatory and mirror) one each for male and female;
 - e) Fire/emergency exits; Fire detection and alarm system;
 - f) Electrical facilities requirements include electrical fixtures, convenience outlets, switches and telephone jacks/terminals;
4. **Security.** Building has basic security facilities and allows 24/7 access to Consulate General's personnel.
5. **Appearance.** Building's architectural design and overall façade is appropriate for representation of the Philippines in Nagoya, in particular, and Japan, in general.
6. **Term of lease.** The basic term of lease shall be for a period of five (5) years.