

**REQUEST FOR QUOTATION  
FOR SUBSCRIPTION FOR OFFICIAL PHILEMBASSY EMAIL ADDRESSES OF THE  
PHILIPPINE EMBASSY IN CANBERRA FOR A PERIOD OF EIGHT MONTHS**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Four Thousand Australian Dollars (A\$4,000) only, being the Approved Budget for the Contract (ABC) to payments under the contract for the subscription for official "philembassy" email addresses of the Philippine Embassy in Canberra for a period of eight months from 01 May 2022 to 31 December 2022.
2. The Philippine Embassy in Canberra Bids and Awards Committee (BAC) now invites submission of quotations for the aforementioned procurement, described as follows:

<b>Specifications</b>	<b>Approved Budget for the Contract</b>
Subscription for official "philembassy" email addresses of the Philippine Embassy in Canberra <ul style="list-style-type: none"><li>- At least 45 email accounts using "philembassy"</li><li>- Maintenance of Google Workspace</li></ul> <p><i>All quotes must be inclusive of GST</i></p>	A\$4,000.00

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 29 March 2022** located at 1 Moonah Place Yarralumla ACT 2600 or email address [cbrpe@philembassy.org.au](mailto:cbrpe@philembassy.org.au).
4. The Philippine Embassy reserves the right to accept or reject any quotations, and to reject all quotations at any time prior to contract award, without incurring any liability to the affected supplier(s)/contractor(s).
5. For further information, please contact:  
BAC Secretariat  
Philippine Embassy in Canberra  
1 Moonah Place Yarralumla, ACT 2600  
Tel. No. (02) 6273 2535; Fax No. (02) 6273 3984  
Email address: [cbrpe@philembassy.org.au](mailto:cbrpe@philembassy.org.au)

  
**AIAN A. CARINGAL**  
BAC Chairperson

21 March 2022, Canberra