



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
KEDUTAAN BESAR REPUBLIK FILIPINA
JAKARTA

REQUEST FOR QUOTATION

Comprehensive Insurance for the Official Residence of the Embassy

The Embassy of the Republic of the Philippines in Jakarta, Indonesia intends to procure a comprehensive insurance (Property All Risk + Terrorism and Sabotage) for its real and personal property located at No. 38, Jl. Imam Bonjol, Menteng, Jakarta Pusat, JDKI Jakarta 10310, for a period of one (1) year, from 12:00 noon, 16 February 2023 to 12:00 noon, 16 February 2024;

The Terms of Reference (ToR) for the said procurement is attached, for reference. The Approved Budget for the Contract (ABC) is USD 900.00 or its equivalent in IDR.

The Embassy invites all interested companies, with the appropriate technical, legal, and financial capability, to submit their respective proposal for the procurement not later than **08 February 2023**. The Embassy accepts open quotations submitted directly, through facsimile or email, to the following:

Mr. JULIUS P. CALISIN
Property Officer and Attaché
Jl. Imam Bonjol 8 Menteng Jakarta Pusat Indonesia
Tel. No. : 3100334
Email : julius.calisin@dfa.gov.ph

This Request for Quotation shall be posted at the official website of the Embassy (<https://jakartape.dfa.gov.ph/>) and at a conspicuous place in the premises of the Embassy. It shall also be posted at the PhilGEPS website facility for procurements abroad, if the facility is available.

By Authority of the Bids and Awards Committee (BAC):


IHNA ALYSSA MARIE O. SANTOS
Chairperson, BAC

Jakarta, 01 February 2023

Terms of Reference

Comprehensive Insurance for the Official Residence of the Embassy

The Approved Budget for Contract (ABC) is USD 900.00 or its equivalent in IDR.

General Conditions

1. The quotation must include documents showing that the service provider is technically, legally, and financially capable to fulfil the contract.
2. The quotation must be in IDR for all the of items listed herein.
3. The quoted price shall be the final price and include all applicable taxes.
4. The prices quoted must be valid and not be subject to any changes.
5. The quotation must include a detailed price computation.

Technical Specifications

Address: No. 38, Jl. Imam Bonjol, Menteng, Jakarta Pusat, JDKI Jakarta 10310

Coverage Duration: For a period of one (1) year, from 12:00 noon, 16 February 2023 – 12:00 noon, 16 February 2024;

Total Insured Amount: At least IDR15,000,000,000.00

Insurance Coverage

- All risk of sudden, unforeseen, and accidental physical loss or damage to the property(s)/interest(s) insured which renders it/them in necessity for a repair, reinstatement, or replacement.
- All real and personal property of the insured or those for which the insured is responsible or has assumed responsibility, located within the premise(s), including, but not limited to:
 - Building and supporting building;
 - Security post;
 - Fences and gate;
 - Storage;
 - Shed;
 - Parking canopy; and
 - Fixtures and fittings, and anything attaching and belonging to the abovementioned structures.
- Contents: All contents of a building relevant to the operational of administrative work including but not limited to the following:
 - ICT and electronic equipment;
 - paintings;
 - desks;
 - chairs;
 - cabinets;
 - office and residence furniture;
 - safety vault; and
 - other relevant property.

Deductibles

- **Terrorism and Sabotage**
 - Maximum of 10% of claim of or IDR10,000,000.00 whichever is higher.

- **All Property Risk**

- Fire, lightning, Explosion, Aircraft Damage & Smoke.
 - Maximum of 5% of claim or .01% of total sum insured, whichever is higher.
- Riots, Strike, Malicious Damage
 - Maximum of 10% of claim or IDR10,000,000.00 whichever is higher.
- Civil Commotion
 - Maximum 10% of claim or IDR10,000,000.00 whichever is higher.
- Typhoon, Windstorm, Flood, Water Damage

Maximum 10% of claim or IDR10,000,000.00 whichever is higher.

Payment Terms

1. Payment shall be made within thirty (30) working days upon the insurance policy and invoice.