

**PHILIPPINE EMBASSY  
PHNOM PENH, CAMBODIA  
REQUEST FOR QUOTATION**

The Philippine Embassy in Phnom Penh, Cambodia intends to lease a vehicle on 18-20 May 2025 for the Exploratory Meetings for Post's National Day Celebration in Siem Reap with the following details:

- Name of Project : Lease of Motor Vehicle for the Exploratory Meetings for Post's National Day Celebration in Siem Reap on 18-20 May 2025
- Specifications : See attached Annex A for complete specifications, including the quotation form.
- Approved budget : Not to exceed US \$500

Please submit a signed quotation and indicate your acceptance of the attached specifications for the procurement. The Embassy accepts quotations submitted directly or by facsimile or email at the following address and fax numbers:

- No. 182, Norodom Boulevard, Sangkat Tonle Bassac, Khan Chamkarmon, Phnom Penh, Cambodia
- Fax nos. (+855) 23 215143
- Email: phnompenh.pe@dfa.gov.ph

The deadline for submission of quotations is 5:00 p.m. on 15 May 2025. For inquiries, please contact Ms. Clara Cruz at telephone No. +855 87844258.

Very truly yours,

**ARLENE C. PASCASIO-RACHO**  
Authorized Representative  
12 May 2025

**QUOTATION FORM**

(DATE)  
Philippine Embassy General, Phnom Penh, Cambodia  
No. 182 Preah Norodom Blvd., Sangkat Tonle Bassac,  
Khan Chamkarmon, Phnom Penh 12301, Kingdom of Cambodia

Sir/Madam:  
After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

PARTICULARS	CONTRACT PRICE
Lease of Motor Vehicle <ul style="list-style-type: none"><li>One (1) unit van from 18-20 May 2025</li><li>Route: Within Siem Reap Province</li><li>The driver should be in their proper uniform and ensure proper body hygiene</li><li>The vehicle should be covered each with comprehensive insurance coverage</li><li>Implementing sanitary and health measures</li><li>Rate offer should indicate its daily net rate basis, driver’s food, fuel cost, toll fees, and its additional charges more than the minimum hours per day, if applicable</li></ul>	
TOTAL USD	

(Amount in Words)

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Name/Signature of Representative

\_\_\_\_\_  
Contact No.