

**REQUEST FOR QUOTATION
FOR MAINTENANCE AND HOSTING OF WEBSITE AND CLOUD SERVICES,
AND OFFICIAL "PHILEMBASSY" EMAIL ADDRESSES OF THE PHILIPPINE EMBASSY IN
CANBERRA FOR A PERIOD OF TWELVE MONTHS AND THE MAINTENANCE AND
TRANSITION OF THE ONLINE CONSULAR SYSTEM FOR THE FIRST QUARTER OF 2024**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Twenty Thousand Australian Dollars (A\$20,000.00) only, being the Approved Budget for the Contract (ABC) for payments under the contract for the maintenance and hosting of website and cloud services, and official "philembassy" email addresses of the Philippine Embassy in Canberra for a period of 12 months from January to December 2024, and the maintenance and transition of the online consular system of the Philippine Embassy in Canberra for the first quarter from January to March 2024.
2. The Philippine Embassy in Canberra Bids and Awards Committee (BAC) now invites submission of quotations for the aforementioned procurement, described as follows:

Specifications	Approved Budget for the Contract
<p>Maintenance and hosting of the following for the period of 12 months from January to December 2024:</p> <ol style="list-style-type: none"> 1. Embassy website and other web-based services www.philembassy.org.au 2. Cultural Gallery website cultural.philembassy.org.au 3. Official "philembassy" email addresses and the Embassy's google workspace <p>Maintenance and transition of the Online Consular System booking.philembassy.org.au from January 2024 to March 2024</p> <p><i>All quotes must be inclusive of GST</i></p>	<p>A\$20,000.00</p>

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 28 December 2023** located at 1 Moonah Place Yarralumla ACT 2600 or email address 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


MA. CORINA A. REYES
 BAC Vice-Chairperson

20 December 2023, Canberra