



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
سفارت خانہ جمہوریہ فلپائن
ISLAMABAD



INVITATION TO BID

The Embassy of the Republic of the Philippines in Islamabad, Pakistan invites interested reputable service providers to submit written quotations for the procurement of the following, described as follows:

	Project Specifications
	Basic Urdu Language Training Course for the Embassy's regular personnel for 30 hours to be held at the Embassy premises The project includes, but is not limited to, the following services: - Provision of a duly licensed tutor/ trainor from a reputable and recognized Language Training Institute to teach Basic Urdu Language Course for the Embassy's eleven (11) regular personnel - Thirty (30) hours face to face training session will be held at the Embassy premises - Provision of training materials
ABC	Pkr. 390,000.00

For further details, interested providers may contact Ms. Danica Carla Mae M. Torres (Property Officer) at islamabad.pe@dfa.gov.ph, +923326147799. Proposals must be submitted not later than 5:00 PM of 14 November, delivered to the Embassy and sent to the aforementioned email.

The Embassy intends to complete the procurement on or before 30 November 2025 and reserves the right not to accept any proposals. Funding for the procurement of the above goods or services shall come from the General Appropriations Act for FY 2025.

Islamabad, 10 November 2025

EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
Plot 3-5 Zhou Enlai, Diplomatic Enclave, Sector G-5, Islamabad, Pakistan

Date: 10 November 2025

REQUEST FOR QUOTATION OF PRICES

Sir/Madam :

Please submit your formally detailed lowest price quotation form/letter for the following items individually described below, subject to the following conditions:

1. Quotations submitted to this office will be considered final offer. In the event that the price is acceptable, a properly accomplished and approved PURCHASE ORDER will be served to the supplier/contractor. The delivery date will be indicated in the Purchase/Job Order.
2. The Department hereby reserves the right to reject any/all offers; and accept any/all offers it may consider most economical and advantageous to the Government.
3. Goods/Services supplied and delivered shall be subject to the usual inspection by the Department's Internal Auditor or duly authorized representative and
4. Payment will only be effected by strict compliance with the usual prescribed accounting and auditing requirements.

QUAN TITY	UNIT	PARTICULARS	TOTAL AMOUNT (Tax inclusive)
11	pax	Procurement of services of a licensed Tutor from a reputable and recognized Language Training Institute to provide 30 hrs. Basic Urdu Language Training Course, including the necessary materials for Embassy personnel, through face-to-face class sessions to be held within the Embassy premises during weekdays	

Note: Please specify the following:

Terms of payment and delivery date: _____

Company Name/Supplier: _____

Contact Person: _____

Address and Telephone No: _____

Signed
JUAN PAOLO G. ALIX
BAC Chairperson