



**CONSULATE GENERAL OF THE
REPUBLIC OF THE PHILIPPINES
NEW YORK**



REQUEST FOR QUOTATION

The Philippine Consulate General in New York requests interested service providers in New York to submit quotations for the maintenance of the Heating, Ventilation, and Air-Conditioning (HVAC) System of the Official Residence, in accordance with the "Guidelines for the Procurement of Goods and Services, Infrastructure Projects, and Consulting Services to be Procured and Performed Overseas" dated 31 July 2017.

Quotations must be submitted to the Philippine Consulate General in New York Bids and Awards Committee (BAC) Secretariat, *located at 556 Fifth Ave. New York, NY 10036*, or through newyork.pcg@dfa.gov.ph on or before 25 August 2026.

For further inquiries, you may reach the Philippine Consulate General at telephone number (212) 764 1330.


JUAN CARLOS C. BORROMEIO
BAC Chairperson

17 August 2026

556 FIFTH AVENUE, NEW YORK, NY 10036
TEL: (+1) 212 764 1330 | FAX: (+1) 212-382 1146
NEWYORK.PCG@DFA.GOV.PH | WWW.NEWYORKPCG.ORG

Maintenance of the Heating, Ventilation, and Air-Conditioning (HVAC) System of the Official Residence

- I. Background - The Heating, Ventilation, and Air-Conditioning (HVAC) System of the Official Residence requires regular maintenance and servicing to ensure its continuous, and efficient operation.
- II. Objective - The Philippine Consulate General intends to engage the services of a reputable service provider to perform the following:
 1. Maintain the HVAC equipment and components in good operating condition;
 2. Provide preventative and corrective maintenance services;
 3. Ensure the efficient operation of the heating, ventilation, and air-conditioning systems;
 4. Identify potential equipment failure before major breakdowns occur; and
 5. Provide timely technical assistance and emergency response when required.
- III. Technical Specifications
 1. Location of the Project

13-15 East 66th Street, New York, NY 10065
 2. Scope of Work:
 - Conduct preventative maintenance inspection on a monthly basis;
 - Test thermostat, controls, and wiring;
 - Inspect and clean air filters;
 - Check heating components, including combustion, and venting;
 - Check electrical components, voltage, and amperage;
 - Inspect cooling components, including condenser, compressor, and refrigerant level;
 - Inspect blower motor, fan assemblies, belts, and moving parts; and
 - Provide maintenance reports and recommendations for repairs.