



Embassy of the Republic of the Philippines
Ambassade de la République des Philippines
Paris

REQUEST FOR PROPOSAL

The Philippine Embassy in Paris, France is in need of an expert-accountant for consultancy services.

Specifications : Hiring of Highly Technical Consultant: Expert-Accountant

Qualifications : Recognized in France to practice her/his profession;

Preferably with experience in handling accounts of an Embassy or an international organization; and,

Can communicate in French and English.

Expected outputs/tasks to be completed:

- Filing of monthly Déclaration Sociale Nominative (DSN) for Embassy staff that are residents in France ("local hires");
- Preparation of monthly payroll, pay slips and other required declarations of local hires; and,
- Provision of timely expert advice on Embassy compliance to French labor laws and other regulations relating to local hires' compensation and related benefits.

Approved Budget for the Contract : €320.00 (\$355.56)

Contract Date/s : 01 January 2021 – 31 December 2021

Interested service providers are requested to submit their proposal to the Philippine Embassy, 4 Hameau de Boulainvilliers 75016 Paris, France or through email at paris.pe@dfa.gov.ph on or before 4 :00 p.m. of 03 October 2020.

For inquiry, you may contact Ms. Raquel P. de Austria of the Philippine Embassy at tel. no. +33 1 44 14 57 00.




HANS MOHAIMIN L. SIRIBAN
BAC, Chairperson and
First Secretary and Consul

28 September 2020, Paris