

**REQUEST FOR QUOTATION
FOR THE LEASE OF VENUE FOR AN OFFICIAL FUNCTION OF THE PHILIPPINE
EMBASSY ON 15 NOVEMBER 2017**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of One Thousand Six Hundred Thousand Dollars (A\$1,300.00) only, being the Approved Budget for the Contract (ABC) to payments under the contract for the lease of venue for an official function of the Philippine Embassy on 15 November 2017.
2. The Philippine Embassy in Canberra Bids and Awards Committee (BAC) now invites submission of quotations for the aforementioned procurement, described as follows:

Date	Specifications	Approved Budget for the Contract
15 November	Room hire with the following specifications 1. Private room for 14pax; 2. 3 hour duration; and 3. Central location in the Australian Capital Territory <i>All quotes must be inclusive of GST</i>	A\$1,300.00

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office on or before 09 November 2017 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. 2823-8500; Fax No. 2866-9885
 Email address: cbrpe@philembassy.org.au


JIM TITO B. SAN AGUSTIN
 BAC Vice-Chairperson *WAL*

02 November 2017, Canberra

