


**REQUEST FOR QUOTATION
FOR THE LEASE OF VENUE FOR THE PHILIPPINE INDEPENDENCE DAY
RECEPTION ON 13 JUNE 2018**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Three Thousand Australian Dollars (A\$3,000.00) only, being the Approved Budget for the Contract (ABC) to payments under the contract for the lease of venue for the Philippine Embassy in Canberra's Philippine Independence Day Reception on 13 June 2018.
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
Lease of venue with the following specifications 1. Minimum capacity of 400 pax for cocktail reception and 350 pax for theater style performance 2. Minimum 6 hours use of venue 3. Ample parking space for guests 4. Central location in the Australian Capital Territory <i>All quotes must be inclusive of GST</i>	A\$3,000.00

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 23 April 2018** 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


NINA P. CAINGLET
 BAC Chairperson

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16 April 2018, Canberra