

**REQUEST FOR QUOTATION FOR THE LEASE OF VENUE
FOR THE CULTURAL HANDOVER CEREMONY ON 19 NOVEMBER 2021**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Two Thousand Two Hundred Australian Dollars (A\$2,200.00) only, being the Approved Budget for the Contract (ABC) to payments under the contract for the lease of venue for the cultural handover ceremony on 19 November 2021.
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: <ol style="list-style-type: none">1. Available on 19 November from 3:00PM – 5:00PM;2. Can accommodate at least 20pax based on COVID-19 restrictions;3. Standing reception set-up;4. Has a COVID-19 safety plan;5. Accessible and central location	A\$2,200.00 <i>All quotes must be inclusive of GST</i>

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 04 November 2021** 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. 02 62732535
Email address: cbrpe@philembassy.org.au


AIAN A. CARINGAL
BAC Chairperson

27 October 2021, Canberra