

REQUEST FOR QUOTATION

The Philippine Consulate General in Sydney, through its Bids and Awards Committee (BAC), hereby invites interested providers to submit a quote for the lease of venue for the Team Building Workshop and activity in Hunter Valley, New South Wales with the details listed below subject to the General Conditions stated herein, and submit the same not later than **20 August 2024**:

Project: Team Building Workshop and Activity in Hunter Valley

Date: Saturday, 09 November 2024

Specifications:

Conference Room (with audio/visual equipment and necessary room facilities) for 16 people (Consulate personnel and facilitator) from 8:30 a.m. to 12:00 pm inclusive of breakfast and refreshments

Proposed Team Building Activities for the group including Lunch and Early Dinner for participants between 12:00 p.m. to 7:00 p.m.

Approved Budget for the Contract: A\$3,000.00 (inclusive of GST)

Online quotations which may be obtained from the website of suppliers may be accepted. Bank transfer as mode of payment must be accepted by the supplier.

For further inquiries, please contact the Philippine Consulate General in Sydney at sydney.pcg@dfa.gov.ph. The quotation may be submitted through email or delivered to the address below:

To: Bids and Awards Committee Secretariat
Philippine Consulate General
Philippine Centre, Level 1
27-33 Wentworth Avenue, Sydney NSW 2000

The Philippine Consulate reserves the right to accept or reject any quotations, to waive any minor defects therein, to annul the bidding process, to reject all quotations at any time prior to contract award, without incurring any liability to the affected suppliers(s)/contractor(s).

The Philippine Consulate assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Quotation/Bid.

13 August 2024, Sydney