

**REQUEST FOR QUOTATION  
FOR THE LEASE OF VENUE FOR THE MOBILE CONSULAR MISSION  
IN GOLD COAST, QUEENSLAND FROM 06 TO 10 OCTOBER 2025**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of **Five Thousand Australian Dollars (A\$5,000.00) only**, being the Approved Budget for the Contract (ABC) to payments under the contract for the lease of venue for the Mobile Consular Mission in Gold Coast, Queensland from 06 to 10 October 2025.
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
<p>Lease of venue in Gold Coast, QLD, with the following specifications:</p> <ul style="list-style-type: none"><li>- Private/function room</li><li>- Date: <b>06-10 Oct 2025 (5 days)</b></li><li>- Time: <b>7:00 am to 8:00 pm</b></li><li>- Adjustable lighting</li><li>- Central location and accessible to public transportation</li><li>- Able to accommodate 30-40 guests per hour</li><li>- 6-8 trestle tables - individually covered</li><li>- Minimum of 40 chairs</li><li>- 5 extension cords</li><li>- 2 white boards</li><li>- Free Wifi (fast internet service)</li><li>- With ample free parking space for 50 guests</li></ul> <p><i>All quotes must be inclusive of GST</i></p>	<p>A\$ 5,000.00</p>

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 13 September 2025** located at 1 Moonah Place, Yarralumla, ACT 2600 or email address [cbrpe@philembassy.org.au](mailto: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. 6273-2535  
Email address: [cbrpe@philembassy.org.au](mailto:cbrpe@philembassy.org.au)

  
**RAINIER J. CASIS**  
BAC Chairperson