

**REQUEST FOR QUOTATION
FOR THE PROCUREMENT FOR THE CATERING SERVICES
FOR THE TOWNHALL MEETING WITH THE FILIPINO COMMUNITY
IN WESTERN AUSTRALIA TO BE HELD AT THE FILIPINO AUSTRALIAN
CLUB OF PERTH, INC. (FACPI) ON 20 DECEMBER 2024**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of **Three Thousand Five Hundred Australian Dollars (AU\$3,500.00) only**, being the Approved Budget for the Contract (ABC) for the procurement for the catering services for the townhall meeting with the Filipino Community in Western Australia to be held at the Filipino Australian Club of Perth, Inc. (FACPI) on 20 December 2024.
2. The Philippine Embassy in Canberra Bids and Awards Committee (BAC) now invites submission of quotations for the aforementioned procurement, described as follows:

Specifications/Requirements	Approved Budget for the Contract
Catering services with the following specifications: <ul style="list-style-type: none">- available on 20 Dec 2024, from 6:00 PM - 9:00 PM- lunch for 100 pax- Buffet set up- Includes food and drinks- with wait staff <p><i>All quotes must be inclusive of GST</i></p>	AU\$3,500

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 18 December 2024** 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. 6273-2535
Email address: cbrpe@philembassy.org.au


AIAN A. CARINGAL
BAC Chairperson

Canberra, 11 December 2024