## **DEPARTMENT OF FOREIGN AFFAIRS**

Philippine Embassy Abu Dhabi, UAE

Tel No.: +971 50 813 7836

Date: 29 November 2024

## REQUEST FOR QUOTATION

## Sir / Madam:

Please submit your lowest price quotation for the following items individually described below, subject to the following conditions:

- Quotations submitted to this office will be considered as the final offer. In the event that the price is acceptable, a
  properly accomplished and approved PURCHASE ORDER or JOB ORDER will be served to the
  supplier/contractor. The delivery date will be indicated in the Purchased/Job Order.
- 2. Post hereby reserves the right to reject any/all offers, and accept any/all offers it may consider most economical and advantageous to the Government.
- 3. Goods/Services supplied delivered shall be subject to the usual inspection by the Embassy's Internal Audit or duly authorized representative and
- 4. Payment will only be effective by strict compliance with the usual prescribed accounting and auditing requirements.
- 5. Quotations may be submitted to auh.propertyrecords@gmail.com and deadline for submission of quotation is on

06 December 2024.				
Unit	Items Description	Quantity	<b>Unit Cost</b>	Total Cost 5% VAT
Service	Venue for Contingency Planning and ATN/Consular Briefing on 14-15 December 2024. Approved Budget for the contract is AED 66,420.00.  Minimum Requirements:  1. Room accommodation for 36 pax (including breakfast, lunch and dinner)  2. Meeting room for 50 pax (with AM and PM snacks and lunch for 14 pax)	1		
XXXX NOTHING FOLLOWS XXXXXXX				
Total Amount:				
COMPANY NAME / SUPPLIER:				
CONTACT PERSON:				
ADDRESS AND TELEPHONE NYMBER:				
	Requested by:	Approved by:		
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Signature :	My mach			$\langle \rangle$
Printed Name:	Administrative Officer		ARVIC V. A BAC Char	
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