

FOR: PROPERTY OWNERS/MANAGERS, REALTORS, and ESTATE AGENTS

INVITATION TO MAKE AN OFFER AND TO QUOTE

(LOOKING FOR A TWIN VILLA TO LEASE)

1. The Philippine Embassy Country Team in Abu Dhabi is urgently looking for a twin villa (2 villas, side by side) to lease for use as the Embassy of the Republic of the Philippines in Abu Dhabi and the premises of the Philippine Overseas Labor Office. The villas must be in the **Abu Dhabi City area**. The intended **date of transfer is on or about 1 January 2014**.
2. The estimated budget for the twin (2) villas is between **EIGHT HUNDRED THOUSAND TO ONE MILLION DIRHAMS** in total, inclusive of agent's fees, finder's fees and similar charges.
3. The following are the required specifications for **each villa**:

No. of Rooms	:	at least 14 (big rooms may be split)
No. of Halls	:	at least 3, with the biggest hall able to hold 50 people at any one time
No. of Toilets	:	At least 5 in the ground floor for public use (also enough t/b in other floors)
Parking area	:	Must have sufficient space for parking (or near a public parking area)

Preferably, the villas have conference room areas, elevators and are accessible to differently-abled persons.

4. Interested parties are requested to come to the Embassy on **November 10, 2013, at 2 pm** for the Pre-bid conference to discuss any questions they may have. You may submit **SEALED AND SIGNED QUOTATIONS starting November 12, 2013** to the:

The Philippine Embassy
Villa 8, Street 8, Sector 94, Al Bateen
Tel: 02- 6390006, 02-6390011, 0561108986
E-mail: auhpe@philembassy.ae, consular.abudhabi@gmail.com

The deadline for submission of Quotations will be on 21 NOVEMBER 2013 at 1:00 in the afternoon.

Aside from the AMOUNT OF YEARLY RENT (in total, inclusive of agency fees, facilitation fees, or finder's fees), the quotations must include the following information/table:

Category, per villa:	(To be filled by quoter)
Total Lot Area	
Ground Floor Area	
First Floor Area	
Second Floor Area (if applicable)	
Total Floor Area	
Number of Rooms	

5. The sealed quotations will be opened by the Special Bids and Awards Committee **on NOVEMBER 21, 2013 at 3:00 in the afternoon**. Late quotations shall not be accepted. The five (5) lowest quotations which comply with the requirements of the Philippine Embassy will be subjected to ocular inspection and scoring. The inspection will be arranged between November 21-27, 2013. The scoring and ranking will be based on (1) the amount quoted, (ii) location and site condition, (iii) neighborhood data, (iv) real estate condition, and (v) free services and facilities.
6. Interested bidders/offerors may obtain further information from the Special Bids and Awards Committee at:

The Philippine Embassy
Villa 8, Street 8, Sector 94, Al Bateen
Tel: 02- 6390006 (c/o Ruth)
Mobile: 0561108986 (Rose), 0561107798 (Norman), 0562010071
(Rowena), 0561109124 (Jobert)
0501289625 (Arabic, c/o Haider)
E-mail: auhpe@philembassy.ae, consular.abudhabi@gmail.com

7. The Embassy has the right to accept or reject any or all offers, annul the process prior to the signing of the contract, without incurring any liability to any party.

05 November 2013, Abu Dhabi.