




CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
القنصلية العامة لجمهورية الفلبين بجدة
JEDDAH

REQUEST FOR QUOTATION (NEGOTIATED PROCUREMENT) FOR THE LEASE OF
VENUE FOR THE DIPLOMATIC RECEPTION IN CELEBRATION OF THE 121ST
ANNIVERSARY OF PHILIPPINE INDEPENDENCE

1. The *Philippine Consulate General in Jeddah*, through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement for the Project: Lease of Venue for the Diplomatic Reception in celebration of the 121st Anniversary of Philippine Independence in 2019. Guests will include members of the Diplomatic corps in Jeddah, representatives of Saudi government offices, private individuals, and members of the Filipino community.
2. The Approved Budget for the Contract is **USD 15,000.00**.
3. Interested bidders may submit their quotation directly to the BAC Secretariat at the Administrative Section, Building 2 of the Philippines Consulate General at 4663 Fajr St., Al Rehab District, Jeddah, K.S.A. or via email at pc.jeddah@gmail.com/ jeddahpcg@dfa.gov.ph.
4. Terms and Conditions
 - Price quotation/s must be valid for a period of forty-five (45) calendar days from the date of submission of the quotation.
 - All quotation exceeding the Approved Budget for the Contract shall be automatically rejected.
 - Award of Contract shall be made to the lowest quotation which complies with the minimum technical specification and other terms and conditions stated herein.
 - The service provider should be able to provide the activity venue, food and other basic amenities with the following specifications:
 - a. Event date: 17 June 2019, 8:00 p.m. to 10:00 p.m.
 - b. Guarantee number of person: 300 pax.
 - c. Location should be within city center of Jeddah.
 - d. Registration area spacious enough to accommodate influx of guests.
 - e. Tables and chairs fit for a diplomatic reception and more than enough for the 300 guests.
 - f. Three (2) VIP tables for 30 guests each to be served.
 - g. Stage which can accommodate around 20 persons.
 - h. Use of audio-visual system, including at least two projectors and large screens, and two (2) wireless microphones.
 - i. Complimentary cake with Philippine design.
 - j. Parking area good for 50 persons

- k. Complimentary function/dressing room
 - l. One (1) complimentary room for guests
5. The Consulate General reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.
6. For further information, please refer to:

*Vice Consul Alfred Kristoffer A. Guiang
Philippine Consulate General*


CONSUL MARY JENNIFER DINGAL
Chairperson, Bids and Awards Committee
Philippine Consulate General, Jeddah

Jeddah, 3 March 2019