



**CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES  
OSAKA**

**THE PHILIPPINE CONSULATE GENERAL  
Osaka, Japan**

**REQUEST FOR QUOTATION**

Sir/Madam:

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

1. Quotations submitted to the Consulate will be considered the final offer. If the price is acceptable, a properly accomplished and approved PURCHASE ORDER will be served to the supplier. The delivery date will be indicated in the Purchase Order.
2. The Department 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 and delivered shall be subject to the usual inspection by the duly authorized representative of the Consulate.
4. Payment will only be effected by strict compliance with the usually prescribed accounting and auditing requirements
5. Payment shall be in Japanese Yen, paid directly to the account of the winning bidder.
6. Interested suppliers are required to submit their duly-signed Price Quotation Form.
7. The deadline for submission of the quotation is **01 May 2023 (Japan time) at 12:00 pm** (Japan time).

|                            |   |
|----------------------------|---|
| <b>RFQ Code</b>            | 2023-RFQ-03   |
| <b>Name of the Project</b> | Lease of the venue for the 125th Anniversary of the Proclamation of the Philippine Independence on 12 and 13 June |
| <b>Approved Budget:</b>    | JPY 4,000,000   |
| <b>Specification</b>       | Please see attached priced quotation form   |

Open quotations may be submitted in person or through fax at 06-6910-8734.

For inquiries, you may contact the Philippine Consulate General Osaka at telephone number 06-6910-7999.

Very truly yours,

  
**MELCHOR P. LALINIO JR.**  
BAC Chairperson

OsakaPCG-BAC-01 | Effectivity Date 30 March 2023 | Revision: 00



## PRICE QUOTATION FORM

Date

Philippine Consulate General Osaka  
 Twin 21 MID Tower 24F  
 2-1-61 Shiromi, Chuo-ku  
 Osaka City 540-6124 Japan

Sir/Madam:

After having carefully read and accepted the general conditions, I/we quote on the item/s at price/s noted below (in the Request for Quotation, hereunder is our quotation/s for the item/s) as follows:

| Description   | Quantity    | Approved Budget Contract | Unit Cost (¥) | Amount (¥) |
|---|-------------|--------------------------|---------------|------------|
| <p><b>Lease of Venue</b></p> <p><b>Availability</b><br/>                     June 12, 2023 (Monday) 6:00 PM to 9:00 PM<br/>                     June 13, 2023 (Tuesday) 6:00 PM to 9:00 PM</p> <p><b>Venue</b></p> <ul style="list-style-type: none"> <li>● Dinner area that can accommodate 150 pax</li> <li>● Event Stage with                             <ul style="list-style-type: none"> <li>○ Backdrop</li> <li>○ Flagpoles (2)</li> <li>○ Japan Flag</li> </ul> </li> <li>● Provision for Technical requirements:                             <ul style="list-style-type: none"> <li>○ AV Equipment</li> <li>○ Projector Set</li> <li>○ Microphones</li> <li>○ LED light with an operator</li> </ul> </li> <li>● Must be able to provide in-house food &amp; beverage requirements with a complete setup for buffet stations</li> <li>● Must provide complimentary room or space to be used by the event organizer</li> <li>● Provision of Parking Passes / complimentary parking for guests and participants</li> </ul> <p><b>Food and Beverage</b></p> | (1 per day) | JPY 2,000,000/per day    |               |            |



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|--|--|--|--|--|
| <ul style="list-style-type: none"> <li>● Must be able to provide food &amp; beverage for 150 pax per day (June 12 and June 13)</li> <li>● Must be able to provide menu selections to include appetizers, main courses, drinks, and desserts</li> <li>● Must be able to accommodate guests with dietary restrictions (i.e., halal, vegetarian, diabetic, food allergies, etc.)</li> <li>● Must be able to provide uniformed and well-trained banquet service personnel; and a dedicated Event Sales Leader to attend to all arrangements</li> </ul> <p><b>Payment</b></p> <ul style="list-style-type: none"> <li>● Must be within the approved budget</li> <li>● Must accept send bill arrangement as the mode of payment.</li> </ul> |  |  |  |  |
|--|--|--|--|--|

The above-quoted prices are inclusive of applicable taxes, and I undertake to deliver said services at the Philippine Consulate General in Osaka on the above-specified delivery dates.

Very truly yours,

Name of Company

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Printed Name & Signature

Contact Details