



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES SINGAPORE

RFQ-005-2024

22 January 2024

Dear Sir/Madam,

Greetings!

The Philippine Embassy in Singapore intends to procure a venue to hold the Philippine Independence Day Diplomatic Reception on 14 June 2024. As such, we are requesting quotations and bids from reputable hotels and venue providers, details of which are as follows:

PROCUREMENT OF VENUE FOR THE PHILIPPINE INDEPENDENCE DAY DIPLOMATIC RECEPTION

Should your company be interested, kindly contact the undersigned at gloria.castano-zafra@dfa.gov.ph and prepare a quotation using the attached Price Quotation Form (Annex A).

Thank you.

Sincerely yours,

(Original signed)

GLORIA JEAN V. CASTANO - ZAFRA
Administrative Officer

**ANNEX A
PRICE QUOTATION FORM**

Date :

To : **Gloria Jean Castano - Zafra**
Administrative Officer
Embassy of the Philippines - Singapore
Level 16 Units 12A 13/14 Triple One Somerset Building
111 Triple One Somerset Singapore 238164

Sir/Madam,

After having carefully read and accepted the terms and conditions in the **Procurement of Venue for the Philippine Independence Day Diplomatic Reception on 14 June 2024**, hereunder is our quotation as follows:

TOTAL AMOUNT:

Amount in words and figures:

_____ SINGAPORE DOLLARS

(SGD _____)

Inclusions:

Very truly yours,

Full Name and Signature
of Representative:
Designation:
Official Company Name:
Contact Number:
Email Address: