



**Consulate General of the Republic of the Philippines
Nagoya**

REQUEST FOR QUOTATION

The Consulate General of the Philippines in Nagoya intends to procure a contract for the lease of venue with meals and beverages in Nagoya City for the holding of a reception to celebrate the 125th Anniversary of the Proclamation of Philippine Independence on 14 June 2023.


The Procurement Committee of the Consulate General of the Philippines therefore invites submission of quotations for the said procurement in accordance with the attached list of technical requirements.

The approved budget for the contract is ONE MILLION ONE HUNDRED THOUSAND YEN (JPY1,100,000) or approximately FOUR HUNDRED SIXTY-FOUR THOUSAND TWO HUNDRED PESOS (PHP464,200.00).

The best offer shall be selected based on the lowest calculated and most responsive proposal.

Payment shall be made by bank transfer after delivery of the service.

Quotations must be submitted to the Consulate General of the Philippines in Nagoya **on or before Tuesday, 09 May 2023** at Hiroya Building, 3-31-3 Sakae, Naka-ku, Nagoya, telephone number 052 211 8811, fax: 052 265 9708 or through email: nagoyapcg.geninfo@dfa.gov.ph


JEROME JOHN O. CASTRO
Deputy Consul General, and
Acting Head of Post
Member, Procurement Committee

27 April 2023



TECHNICAL REQUIREMENTS

Item No.	Specifications	Quantity
I.	<p>Reception to Celebrate the 125th Anniversary of the Proclamation of Philippine Independence</p> <p>Hotel Location: Nagoya City</p> <p>Date: Wednesday, 14 June 2022 Time: 6:00 pm to 8:00 pm</p> <p>Number of Participants: 70 persons</p> <p>Function Room Requirements:</p> <ol style="list-style-type: none"> 1. Floor area: can accommodate 70 persons 2. High tables for standing buffet 3. Capacity per table: 5 to 10 persons 4. Audio-visual system (microphone/s, speaker, projector, projector screen) 5. Lighting (combination of indoor and natural lights) 6. Stage/Platform 7. Podium 8. Signboard/s 9. Waiting / Reception Room 	1 Function room
II.	<p>Meal Requirements:</p> <ol style="list-style-type: none"> 1. Menu - various cold and warm dishes 2. Drinks - free beverages (alcohol and soft drinks) for two (2) hours 	
III.	<p>Payment Terms:</p> <ul style="list-style-type: none"> - Payment through bank transfer after delivery of the service 	