



الجمهورية الفلبينية  
EMBASSY OF THE REPUBLIC OF THE PHILIPPINES  
KUWAIT

**REQUEST FOR QUOTATION**

25 January 2024

Sir/Madame,

The Embassy of the Republic of the Philippines in the State of Kuwait ("The Embassy") intends to select a company for the provision of a venue for The Embassy's Team Building activity 2024 and would like to request quotations from any interested party. You may refer to the following specifications related to this matter:

Quantity	Unit	Item Description	Price
1	Unit	Venue for The Embassy's Team Building activity 2024	

Please submit on or before **01 February 2024** a signed quotation for the provision. Should you require further clarifications, please contact the Embassy at telephone number +965 6500 2612 and e-mail [bac.kuwaitpe@gmail.com](mailto:bac.kuwaitpe@gmail.com) or [kuwait.pe@dfa.gov.ph](mailto:kuwait.pe@dfa.gov.ph).

Very truly yours,

**JOSEL N. MOSTAJO**  
Chairperson, Bids and Awards Committee

RFQ-01-24-0003

## **TERMS OF REFERENCE**

1. **OBJECTIVE AND RATIONALE** – This invitation to Bid is for the purpose of engaging the services of a provider for provision of a venue for The Embassy's Team Building activity 2024 event.
2. **DURATION AND SCOPE** – The contract shall be one-time only.
3. **DELIVERY** – The provider must provide a venue for The Embassy's Team Building activity 2024 event.
4. **BID PRICE** – The Bid Price shall include applicable taxes and insurance payable in Kuwaiti Dinar.
5. **PAYMENT PROCEDURE** – Payment for the services will be for the next Fifteen (15) days upon the provision of services, in Cheque.