



Philippine
Overseas
Employment
Administration

Republic of the Philippines
Department of Labor and Employment
BFO Building, Ortigas Avenue cor. EDSA, Mandaluyong City 1501
Website: www.poea.gov.ph E-mail: info@poea.gov.ph
Hotlines: 722-1144, 722-1155, 722-1166, 722-1177



REQUEST FOR QUOTATIONS

The **PHILIPPINE OVERSEAS EMPLOYMENT ADMINISTRATION (POEA)**, through its **Bids and Awards Committee (BAC)**, wishes to invite all interested hotels/venue providers to submit quotations for the Venue (including accommodation and meals) for the conduct of Workshop on the 2016 Compendium Preparation scheduled on 17-18 November 2017 (Live-In) for 25 pax (**RFQ 74-2017**) with an Approved Budget for the Contract (ABC) of **One Hundred Thousand Pesos (100,000.00)**, inclusive of all standard government taxes and other charges. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

The bid offer shall be in accordance with the POEA's Terms of Reference. Bid forms may be obtained from the POEA-BAC Secretariat, 4/F Office of the Deputy Administrator for Welfare and Employment, BFO Building, EDSA corner Ortigas Avenue, Mandaluyong City, from **October 11- 17, 2017**. The said forms can also be downloaded from the attached associated components of this notice and at the POEA website (www.poea.gov.ph).

Kindly submit your duly accomplished price quotations in a sealed envelope marked **Venue for the Workshop on the 2016 Compendium Preparation (RFQ 74-2017)** to the above-mentioned address. Deadline for the submission of the sealed price quotations is on **18 October 2017 at 2:00 p.m.** Bids presented after the deadline shall no longer be accepted by the BAC.

The **POEA** reserves the right to reject any and all bids, annul the bidding process, or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

Interested bidders may obtain further information from the POEA-BAC Secretariat at **Tel. No. 727-77-81/722-11-65/726-8919**.

Atty. SHERILYN G. MALONZO
Chairperson
Bids and Awards Committee

10 October 2017