



## REQUEST FOR QUOTATION

The Overseas Workers Welfare Administration Regional Welfare Office IV-A (OWWA RWO IV-A), through its Administrative and Finance Unit (AFU) herein invites all interested suppliers registered with Philippine Government Electronic Procurement System to quote their lowest price on the items listed below and submit their quotation duly signed by their authorized representative/s not later than **19 July 2024 (Friday)**.

Name of Project : VENUE FOR 2024 SUMMER YOUTH CAMP

Specifications :

- ❖ No. of Day/s – 2 (two) days and 1 (one) night, from August 9-10, 2024
- ❖ No. of Participants – 120 (one hundred twenty) pax
- ❖ Facilities and Venue Package Inclusions
  - *Entrance*
  - *Parking for Service Vehicles*
  - *Use of Hotel Rooms with Towels and Toiletries*
  - *Use of Function Hall with Tables and Chairs*
  - *Provision of Sound System*
  - *Free Use of Amenities*
- ❖ Outdoor Package Inclusions
  - *Activity Design*
  - *Participants Orientation*
  - *Team Building Instructors, Facilitators and Technicians*
  - *Safety Personnel*
  - *Emergency Response Team*
  - *Event Materials*
- ❖ Food Package Inclusions
  - *Day 1 (August 9) – Managed Buffet Lunch, PM Snack, Managed Buffet Dinner*
  - *Day 2 (August 10) – Managed Buffet Breakfast, AM Snack, Managed Buffet Lunch*



Department of Migrant Workers  
**OVERSEAS WORKERS WELFARE ADMINISTRATION**  
Regional Welfare Office 4A (CALABARZON)



Approved Budget : Four Hundred Twenty Thousand Pesos Only  
(PhP 420,000.00)

Location : Batangas Province

Delivery Day : On 09 August 2024

Interested suppliers are required to submit their valid and current Mayor's Permit/ Business Permit, BIR Certificate of Registration, DTI Business Name Registration, and Price Quotation. Submission of quotation is on or before 10:00 AM of 19 July 2024 (Friday) at OWWA RWO IV-A – AFU, GF Parian Commerce Center II, National Highway, Brgy. Parian, Calamba City, Laguna. For inquiries, you may contact us at 0951-244-1378/ 0967-229-0477 [region4a@owwa.gov.ph](mailto:region4a@owwa.gov.ph).

Very truly yours,

**AVELINA SHERYL S. BRITON-CAYA**  
BAC Secretariat