

Date: October 3, 2024

To: All Bidders

From: International Development Law Organization, Headquarters Procurement Unit

Subject: Procurement of Hotel Accommodation, Conference Services and Catering Services in Cagayan De Oro, Philippines on October 29-30, 2024

Amendment Letter No: 1

Reference is made to IDLO RFQ NO. PHIL_2024_014 issued on October 2, 2024 for the procurement of Hotel Accommodation, Conference Services and Catering Services in Cagayan De Oro, Philippines through IDLO Tenders website.

Please find hereunder the queries received and IDLO's response to them.

1. Please see below amended table under Lot 3 "Banquet" and Lot 4 "Catering Services":

Lot	Item Name	Description	Unit of Measure	Quantity	Compliance with Technical Specification in Annex B	Unit Rate in PHP	Total Amount in PHP
1.	Banquet	Venue and Meals (Light AM and PM Snacks, and Buffet Lunch) on October 29 and 30, 2024 (25 pax x 2 days) <i>IDLO requires a separate venue for lunch and dinner.</i>	pax	50	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply. Alternative specification offered (please attach)		
2.	Catering Service	Meal Package October 29 and 30, 2024 (25 pax x 2 days)	pax	50	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply. Alternative specification offered (please attach)		

This letter serves to inform that Amendment No. 001 to RFQ NO. PHIL_2024_014 will be posted in response to questions raised by Bidders.

For your consideration while preparing your response to the above mentioned RFQ. All other terms and conditions of the tender remain unchanged and remain applicable in full force.

We appreciate your continuous interest with IDLO and looking forward to receiving your valued offer.

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IDLO

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