

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 Zamboanga Peninsula, Philippines on November 8-9, 2024

Amendment Letter No: 1

Reference is made to IDLO RFQ NO. PHIL_2024_015 issued on October 2, 2024 for the procurement of Hotel Accommodation, Conference Services and Catering Services in Zamboanga Peninsula, 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_015 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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