



**DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS**

**DFA Consular Office**

**Antipolo**

**18 December 2020**

Good Day,

The Department of Foreign Affairs - CO Antipolo will be procuring a project as reflected in the attached Purchase Request/Technical Specifications for the official use of this office. The Approved Budget for the Contract is: **Php 100,000.00** .

Please submit your lowest price quotation, inclusive of VAT and all other applicable taxes, for the following items and specifications attached in this request.

The payment shall be made within thirty (30) working days upon full delivery and receipt of the invoice w/complete requirements as prescribed by OFMS-FRMD. Payment shall be made through List of Due & Demandable Accounts Payable (LDDAP). All payments shall be inclusive of all applicable taxes and other lawful charges.

Deadline of submission is on: **21 December 2020** at 12:00nn

**Very truly yours,**

A handwritten signature in black ink, appearing to read 'Myra Q. Valle'.

**Myra Q. Valle**  
Acting Property Officer