



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

REQUEST FOR QUOTATION

14 September 2020

Sir/Madam:

The Department of Foreign Affairs – Office of Protocol intends to procure FARGO consumables, and would like to request a quotation from your company.

Please submit a signed quotation for the procurement. The Department accepts open quotations submitted directly, through email at the address given below. Quotations should not exceed the Approved Budget for the Contract (ABC) of **Three Hundred Fifty-Five Thousand Pesos (PhP355,000.00)**. Deadline for the submission of quotation is on 18 September 2020 at 12:00 nn.

Should you require further clarification, please send your inquiries at miguel.belen@dfa.gov.ph.

Very truly yours,


MIGUEL J. BELEN
Property Officer