



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF PUBLIC AND CULTURAL DIPLOMACY

REQUEST FOR QUOTATION

Sir/ Madame:

The Department of Foreign Affairs intends to procure services for the **Software Subscription for Video and Photo Editing** and would like to request a quotation from your company.

We would be grateful if you could submit a signed quotation and indicate your acceptance of the attached technical specifications for the procurement. The Department accepts open quotations submitted directly, through the email address given below. Quotations should not exceed the Approved Budget for Contract (ABC) of **One Hundred Thirty Pesos Only (Php 130,000.00)**.

The deadline for submission of quotation is on or before **14 May 2021**.

Should you require further clarification, please contact the **Administrative Unit of the Office of Public and Cultural Diplomacy** at office no. **8834-4483** or send a message to **opcd@dfa.gov.ph/ rosario.malicse@dfa.gov.ph**.

Very truly yours,


MARIE YVETTE L. BANZON-ABALOS
Acting Head of Office

Pasay City, 08 March 2021