



**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 05 July 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,

A handwritten signature in blue ink that reads 'Eduardo MR Meñez'.

EDUARDO MARTIN R. MEÑEZ
Assistant Secretary

Pasay City, 02 July 2021