



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF ASEAN AFFAIRS

28 July 2021

REQUEST FOR QUOTATION

Dear Sir/Madam:


In preparation for the 54th Founding Anniversary of the Association of Southeast Asian Nations (ASEAN) and the celebration of ASEAN Month in August 2021, the Department of Foreign Affairs, Office of ASEAN Affairs, intends to procure souvenir items or tokens for its upcoming commemorative events. In this regard, we would like to request your best price quotation. Kindly see attached Purchase Request for your reference.

It would be greatly appreciated if you could send your best proposal on or before **02 August 2021** at 12:00 noon.

If you have any inquiries and clarifications, please contact the Office of ASEAN Affairs at telephone number (+632) 8834-3164 or send us an email at [admunit.asean@dfa.gov.ph](mailto:admunit.asean@dfa.gov.ph).

Thank you.

Very Truly Yours,

  
**JUNEVER M. MAHILUM-WEST**  
Assistant Secretary