



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS

Tel. No.: 834-3897, 834-4892, Fax 834-3295

Date: 17 November 2023

REQUEST FOR QUOTATION OF PRICES

Sir/Madam:

The Office of United Nations and International Organizations (UNIO), will undertake Procurement to Hire Event Coordinator/Management for the International Humanitarian Law (IHL) Outreach Program in Marawi City tentatively scheduled on 04-05 December 2023.

Name of Project: **International Humanitarian Law (IHL) Outreach Program 2023
in Marawi City**

Date and Time of Project: **04-05 December 2023**

Approved Budget for the Contract: **Php 219,000.00**

Please submit your lowest price quotation for the following item/s individually described below, subject to the following conditions:

1. Quotations must be accompanied by a detailed quoted proposal for the International Humanitarian Law (IHL) Outreach Program 2023 in Marawi City, inclusive of the event coordinator/management - full event coordination and planning, including providing artists that will install the mural in Marawi City. Quotations submitted to this office will be considered the final offer.
2. The Department hereby reserves the right to reject any/all offers; and accept any/all offers it may consider most economical and advantageous to the Government.
3. Payment will only be effected by strict compliance with the usual prescribed accounting and auditing requirements.
4. Deadline of submission of quotations is on 22 November 2023, 12:00 NN, subject to the compliance with the Terms of Conditions provided on this Request for Quotation (RFQ).
5. Interested service providers shall also submit a copy of their PHILGEPS Registration and 2023 Mayor's or Business Permit along with the quotation on or before the above specifying deadline of submission of quotation.

ITEM	TOTAL
Full Event Coordination and Planning as specified in the Terms of Reference	
Providing Artist for the Murals	
TOTAL	Php 219,000.00

Director Janice Sanchez-Rivera
Canvasser

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