



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF AMERICAN AFFAIRS

15 February 2024

Subject: Catering Service for the Annual Administrative Consultations of Heads of Posts in Canada and the Home Office, *Bulwagang* Elpidio Quirino, 14th Floor, DFA Bldg., 2330 Roxas Blvd., Pasay City, 1300

Dear Sirs,

We would like to request your quotation for a catering service on 28 February 2024 for the abovementioned meeting.

Attached is the Terms of Reference, for your perusal.

Deadline of submission is on **20 February 2024, 12 Noon.**

Thank you.

Sydney D. De Vera
Administrative Officer
Tel. No.: 834-4378