

REQUEST FOR QUOTATION

18 May 2024

Sir/ Madam:

The Department of Foreign Affairs intends to procure a Production/Events Management Company for the **Heritage Talks** on 28 May, 26 June, 23 July, and 24 July 2024 and would like to request a quotation from your company.

Please 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 **NINE HUNDRED NINETY THOUSAND PESOS only (PhP 990,000.00)** inclusive of VAT and other applicable taxes and charges.

Should you require further clarification, please contact the **Office of Cultural Diplomacy** at office no. **8834-4028** or send a message to ocd@dfa.gov.ph. Quotations must be sent by **22 May 2024, 12nn**.

Very truly yours,

EMMYLOU B. FELIMER
Acting Director

Pasay City, Philippines