



PURCHASE REQUEST

DEPARTMENT OF FOREIGN AFFAIRS

Agency

Department: OFFICE OF PUBLIC DIPLOMACY (OPD)

PR No.: **07-01724**

Section : DIV-2 Media and Public Affairs Division

SAI No.:

05 JUL 2024

Stock No.	Unit	Item Description	QTY	Unit Cost	Total Cost
	license	ADOBE PHOTOSHOP (Must provide for 2 separate licenses for teams, with online cloud for teams that provide online connection and collaboration. The software must allow users to create and edit images interactively on the computer screen and save them in one of the many raster graphics file formats such as JPEG,PNG and GIF)	2		
	license	ADOBE CREATIVE CLOUD FOR TEAMS/CREATIVE SUITE FOR GOVERNMENT (Must have a creative cloud for teams and includes well-known applications for design, photography, video, web, and other digital document experiences. The software must be a graphic design platform used for designing presentation. social media graphics, and more. A multi-track video editor used in mobile journalism, filmmaking, and video productions. With custom media library filled with royalty-free videos, animated backgrounds, loops, sound-effects, and additional music options. Must have a music slideshow, collage and movie maker capabilities which allows users to create videos in minutes)	2		-
		XXXX-nothing followsXXXX			-
ABC					P300,000.00

Purpose: For the official use of the OPD. The current Adobe licenses being used by OPD will expire in September 2024, thus the need to procure the same brand is necessary for the continuation of its projects and work plans which are dedicated to formulate, design and implement public diplomacy and cultural programs. OPD personnel are more adept at managing Adobe programs than any other software licenses and so replacing the software will limit the standard outcome of their works. Furthermore, the existing Adobe accounts were also being utilized as storage and depository of the OPD's files.

RECEIVED BY:

REQUESTED BY:

APPROVED BY:


ARIEL A. GONZALES
Property Officer


JACQUELINE S. ARQUIZA
ACTING Head of Office

Printed Name