



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS



OFFICE OF PUBLIC DIPLOMACY

REQUEST FOR QUOTATIONS OF PRICES

08 November 2024

Sir/ Madam:

The Department of Foreign Affairs intends to hire an Events Management Company that will handle overall technical preparation for the event launch of the Philippine Soft Power Roadmap, and two other publications related to Philippine soft power. These are “The Frontiers of Foreign Policy: Essays on Philippine Soft Power” and “Colors of Diplomacy: Register of Artworks of the Department of Foreign Affairs” which the launching is tentatively slated for December 2024.

This event launch will be the springboard to raise awareness of Philippine Soft Power to the public as well as the future efforts of the DFA including its various publications on the topic.

In view of this, this Office would like to request a quotation from your company for the launching. Attached is the Terms of Reference (TOR) for your reference on the specific deliverables and desired qualifications of the service provider to be hired.

Please submit a signed quotation and indicate your compliance with the specifications of the attached TOR. The Department accepts open quotations submitted directly, through the email given below. Quotations should not exceed the Approved Budget for Contract (ABC) of **One Million Pesos Only (PHP 1,000,000.00)**. **The deadline for submission of quotation will be on or before 11 November 2024 at 12:00 noon.**

Should you require further clarification, please email **OPD Strategic and Communications Division** via **opcd.div2@dfa.gov.ph** and **opd.div1@dfa.gov.ph**.

Very truly yours,

  
**ARVIN R. DE LEON**  
Assistant Secretary