

# PURCHASE REQUEST

Department of Foreign Affairs

Agency

<b>Department</b>	Office of Public Diplomacy	<b>PR No.:</b>	10-09324
<b>Section</b>		<b>SAI No.:</b>	<b>Date:</b> 29 OCT 2024

Stock No.	Unit	ITEM / DESCRIPTION	Quantity	Unit Cost	Total Cost
	Piece/ Book	Printing of "The History of the Department of Foreign Affairs (1992-2024)"  Item: Book Specifications:  Size: Spread: (16.52 x 8.66 inches) + 7.09" Flap Front and Back Folded: 8.26 x 8.66 inches  Stocks Cover: C2S 220 Inside: Matt 120  Colors Cover: Full x Full Inside: Full x Full  No. of Pages 100 pages + cover  Others With Smythe Sewing With Perfect Binding With Matt & Spot UV Lamination 1 side on the cover File Supplied (1 set of Digital Proof only)  Process: Offset Printing  See other specific details in Terms of Reference (Post-Press, Packaging, and Delivery)	1,000		
		xxx Nothing Follows xxx			
		<b>ABC (Inclusive of VAT)</b>			<b>Php 310,000.00</b>

**Purpose:** For distribution to FSPs, COs, and stakeholders of OPD, as part of the Department's public diplomacy initiatives.

<p><b>Requested by:</b></p> <p>Signature: </p> <p>Printed Name: <b>JACQUELINE JOAN S. ARQUIZA</b></p> <p>Designation: <b>Acting Director</b></p>	<p><b>Approved by:</b></p> <p></p> <p><b>ARVIN R. DE LEON</b> Assistant Secretary</p>
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