



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
VANCOUVER



BIDS AND AWARDS COMMITTEE

BAC Resolution No. 03-2026

RESOLUTION RECOMMENDING THE LEASE OF A VENUE IN COMMEMORATION OF THE 128TH PHILIPPINE INDEPENDENCE DAY THROUGH THE HOSTING OF A RECEPTION AND FILM SHOWING ON 11 JUNE 2026, AND AWARDING OF THE CONTRACT TO THE VANCOUVER INTERNATIONAL FILM FESTIVAL (VIFF) CENTRE

WHEREAS, in commemoration of the 128th Philippine Independence Day, the Philippine Consulate General in Vancouver (Consulate) intends to hold a film showing and reception on 11 June 2026;

WHEREAS, through this event, the Consulate seeks to promote Filipino culture, highlight the Philippines' rich cultural heritage, and showcase Filipino creativity and storytelling through the screening of a Filipino short film;

WHEREAS, commemorating this significant occasion with members of the Consular Corps, Canadian business leaders, members of the academe, and Filipino community leaders and members aims to further strengthen engagement with the Consulate's stakeholders and promote good relations with the host government;

WHEREAS, to ensure the successful conduct of the event, the Consulate intends to lease a venue on 11 June 2026 with the following specifications:

1. The venue has a theater that can accommodate 150-170 people;
2. The theater can play a feature or regular film with technical support;
3. The venue has a backdrop wall;
4. The venue has a reception area where the host can entertain guests before the film showing;
5. The venue will allow outside caterers to supply food and drinks for the event;
6. The venue can be used from 4 p.m. to 11 p.m.;
7. The venue has a space for serving food with several tables and chairs;
8. The venue can provide an audio sound system, including microphones and a podium; and
9. The venue provides a space allocated for registration of guests;

WHEREAS, the Government Procurement Policy Board (GPPB) issued Resolution No. 28-2017 dated 31 July 2017 under the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184, providing the Guidelines for the Procurement of Goods, Services, Infrastructure Projects, and Consulting Services to be Procured and Performed Abroad, which the Consulate adopts together with the pertinent provisions of the updated IRR of RA 9184;

WHEREAS, pursuant to Item 3(b) of GPPB Resolution No. 28-2017, the Bids and Awards Committee (BAC) caused the posting of the Request for Quotation (RFQ) on the Consulate's website and in a conspicuous place within the office premises;

WHEREAS, no quotations were received in response to the posted RFQ, prompting the Consulate to resort to Negotiated Procurement and to send requests for quotation via email to establishments capable of meeting the required specifications;

WHEREAS, the BAC received the following quotation and responses in its negotiations with various suppliers:

| Rank | Company | Amount |
|------|--|-------------------------------------|
| 1 | Vancouver International Film Festival Center | C\$ 2, 982.53 |
| 2 | Surrey Art Center Rentals | Not available on the specified date |
| 3 | Michael J. Fox Theatre | Not available on the Specified time |

NOW, THEREFORE, this Committee unanimously resolves, as it is hereby resolved, to recommend to the Head of the Procuring Entity (HOPE) of the Philippine Consulate General in Vancouver the **lease of the venue** offered by the **Vancouver International Film Festival Centre** for the hosting of the 128th Philippine Independence Day through Film Showing and Reception on 11 June 2026, pursuant to GPPB Resolution No. 28-2017 governing procurement abroad, **in the total amount of Two Thousand Nine Hundred Eighty-Two Canadian Dollars and Fifty-Three Cents (C\$ 2,982.53)**, inclusive of all applicable taxes and charges, subject to compliance with existing auditing rules and regulations.

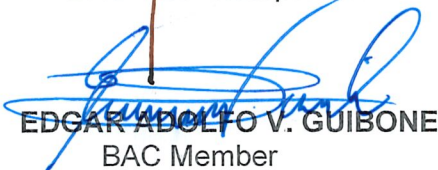
ADOPTED this 25th day of February 2026, Vancouver, British Columbia, Canada.



ANDRE PETER C. ESTANISLAO
BAC Chairperson



MARCO FREDERICK B. HARDER
BAC Vice-Chairperson




EDGAR ADOLFO V. GUIBONE
BAC Member

ON LEAVE
CARLOTA T. HALILI-CASTAÑEDA
BAC Member



KERVIN MON C. PEREZ
BAC Member

Approved:
By the Authority of the Secretary of Foreign Affairs:



GINA A. JAMORALIN
Head of Post
Head of the Procuring Entity



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
VANCOUVER



NOTICE OF AWARD


25 February 2026

Sir/Madam:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Consulate General of the Philippines in Vancouver, as reflected in BAC Resolution No. 03-2026 dated 25 February 2026, the Consulate has selected the **Vancouver International Film Festival (VIFF) Centre** as the venue for the Philippine Consulate General's hosting of the 128th Philippine Independence Day Celebration, consisting of a reception and film showing to **be held on 11 June 2026**, in the **total contract amount of Two Thousand Nine Hundred Eighty-Two Canadian Dollars and Fifty-Three Cents (C\$ 2,982.53)**, inclusive of all applicable taxes and lawful charges, subject to the execution and signing of the Contract.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003."

Very Truly Yours,


GINA A. JAMORALIN
Head of Post
Head of the Procuring Entity

The Manager
Vancouver International Film Festival Centre
1181 Seymour St.,
Vancouver, V6B 3M7, BC Canada
Tel. No. 1-604-683-3456



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
VANCOUVER



NOTICE TO PROCEED

25 February 2026

Sir/Madam:

Please be informed that, pursuant to the Notice of Award dated 25 February 2026 signed by the undersigned as the Head of Post and Head of the Procuring Entity, you are hereby given this Notice enabling us to Proceed with a contract to lease the **Vancouver International Film Festival (VIFF) Centre** and be the venue of the Philippine Consulate General's hosting of the 128th Philippine Independence Day Celebration, consisting of a reception and film showing to **be held on 11 June 2026**, in the **total contract amount of Two Thousand Nine Hundred Eighty-Two Canadian Dollars and Fifty-Three Cents (C\$ 2,982.53)**, inclusive of all applicable taxes and lawful charges, subject to the execution and signing of the Contract.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003."

Very truly yours,

GINA A. JAMORALIN
Head of Post
Head of the Procuring Entity

The Manager

Vancouver International Film Festival Centre
1181 Seymour St.,
Vancouver, V6B 3M7, BC Canada
Tel. No. 1-604-683-3456



REQUEST FOR QUOTATION

Lease of Venue for the Hosting of the 128th Philippine Independence Day Film Showing and Reception

The Philippine Consulate General in Vancouver invites interested companies to submit quotations for the lease of venue for the 128th Philippine Independence Day Film Showing and Reception to be held on 11 June 2026 which is being organized by the Philippine Consulate General in Vancouver. Following are the specifications required for the said lease of venue:

1. The venue has a theater that can accommodate 150-170 people;
2. The theater can play a feature or regular film with technical support;
3. The venue has a backdrop wall;
4. The venue has a reception area where the host can entertain guests before the film showing;
5. The venue will allow outside caterers to supply food and drinks for the event;
6. The venue can be used from 4 p.m. to 11 p.m.;
7. The venue has a space for serving food with several tables and chairs;
8. The venue can provide an audio sound system, including microphones and a podium; and
9. The venue provides a space allocated for registration of guests.

For further details, interested providers may contact Consulate's Cultural Officer, Ms. Medy Domingo at email address: culturalsection@vancouverpcg.org.

Proposals must be submitted **not later than 15 February 2026, 1700H**, delivered to the Consulate or sent to the aforementioned email address.

The Consulate reserves the right not to accept any proposals. Funding for the procurement of above services come from the Consulate's Maintenance and Other Operating Expenses (MOOE) for FY 2026.


ANDRE PETER C. ESTANISLAO
Chairperson
Bids and Awards Committee


02 February 2026
Vancouver, B.C.

Inquiry for Availability of Theatre in June 2026

From culturalsection@vancouverpcg.org <culturalsection@vancouverpcg.org>

Date Tue 2026-02-03 9:58 AM

To J Bradford <j.bradford@viff.org>

 1 attachment (426 KB)

RFQ - Lease of Venue.pdf;

Dear Ms. Bradford,

The Philippine Consulate General is planning to host a film showing and reception in commemoration of the 128th Philippine Independence on June 11, 2026.

In this regard, we would like to inquire the availability and cost of rent of your theatre. Attached is a copy of the request for quotation including the requirements for the said event.

Thank you for your kind attention.

Very truly yours,

Medy

*Medy R. Domingo
Cultural Officer
Consulate General of the Philippines
660-999 Canada Place
Vancouver B.C. V6C 3E1
Tel. No. 604.685.1619 ext 110*

From: J Bradford <j.bradford@viff.org>

Sent: Wednesday, February 4, 2026 2:14 PM

To: culturalsection vancouverpcg.org <culturalsection@vancouverpcg.org>

Subject: RE: PHILIPPINE CONSULATE GENERAL: PHILIPPINE NATIONAL DAY - FILM SHOWING June 11/2026

Hi Medy,

I'm not able to provide a "draft invoice" as if you change something I'll have to redo the invoice and due to time capacity restraints, that is not feasible – Instead, I'm preparing another quote based on the information you have requested.

The weeknight 2025 nonprofit rate for an evening block for VC + LOC = **\$2095 + staff + GST**
Staff = **Tech Support @ \$47 per hour + Venue Manager @ \$34.50 per hour** (there is a 4-hour min for each staff member) –the 4 hours is the minimum time call for staff - one the event is over we tabulate the hours worked and these are reflected on your final invoice -**for this quote I'm estimating 6.5 hours of each.**

6.5 estimated hours of Tech Support = **\$305.50**

6.5 estimated hours Venue Manager = **\$224.25**

Media Wall: cost for content display =**\$175**

There is 5% GST on the above items

Non-alcoholic beverages (soda/juice = \$6 each + tea/coffee = \$5 each) for 100 people = approx. \$600 + 5% tax (but some might select tea/coffee so this estimate would be slightly lower)

Alcoholic beverages (wine=\$15/ beer & cider = \$13) for 50 people = approx. \$750 + 12% taxes (but some might select beer/cider so this estimate would be lower)

Min gratuity = 10% (on pre-tax total)

The beverage component would be listed as TBD on your pre-invoice as we don't yet have the exact numbers – the total will be tabulated after the rental date and would be reflected on your final invoice

Its up to you to arrange for your event insurance – many rental groups use a company called Front Row Insurance

[Front Row Insurance Brokers](https://www.frontrowinsurance.com)

<https://www.frontrowinsurance.com>

Let me know if you are proceeding - the next step is your contract which includes your pre-invoice. You first 50% deposit would be due by the end of February. The remaining 50% deposit of the pre-invoice would be due by the end of May. (Usually, 100% of the pre-invoice amount is due when the contract is issued). Once we know the number of hours worked and the final total of the beverages (i.e. after your event is over) your final invoice is issued, and payment is due 10 days after that.

The date is currently still on hold for your event, but there are other rental groups looking for dates – if we don't have a deposit in place we will be releasing the hold on June 11/2026.

Cheers... J

J Bradford

VIFF Centre Rental Logistics Manager



Year Round

VIFF YEAR ROUND & VANCITY THEATRE

1181 Seymour Street, Vancouver, BC V6B 3M7

INVOICE

To: PHILIPPINE CONSULATE GENERAL
PHILIPPINE CONSULATE GENERAL/ Medy Domingo
672 336 9102
vancouver.pcg@dfa.gov.ph/ culturalsection@vancouverpcg.org

Invoice No. VFC-25-R3066-2

Details: Rental booking charges -
PHILIPPINE CONSULATE GENERAL: PHILIPPINE NATIONAL DAY - FILM SHOWING.

Rental Days: June 11, 2026

| DESCRIPTION | CHARGES |
|---|------------|
| VC+LOC (collapsed to provide sufficient atrium space) weekday evening block 2025 nonprofit rate | \$2,095.00 |
| Tech Support @ \$47 per hour (estimate 7 hours) | \$329.00 |
| Venue Manager @ \$34.50 per hour (estimate 7 hours) | \$241.50 |
| Media Wall content creation and display | \$175.00 |
| Beverage consumption + tax + gratuity on beverage total - TBD | |

Technical meetings, projectionist over-run, equipment and damage charges to be charged on post-event invoice, if necessary.

subTotal: \$2,840.50
 GST: \$142.03
 Total: \$2,982.53

First Deposit (\$1491.26) Due Feb 28/26

Second Deposit (\$1491.27) Due May 31/26

Please make cheques payable to Greater Vancouver International Film Festival Society.

VISA, MasterCard and AMEX also accepted. GST# R11894 6821

RENTAL AGREEMENT CONDITIONS

PLEASE NOTE THAT THESE CONDITIONS WILL APPLY TO YOUR RENTAL, AND YOUR EVENT WILL BE SUPERVISED ACCORDINGLY. THE VANCOUVER INTERNATIONAL FILM CENTRE (VIFC) ACCEPTS NO RESPONSIBILITY FOR ANY LOSSES THAT MAY BE INCURRED AS A RESULT OF FAILURE TO READ AND ABIDE BY THESE CONDITIONS.

EVENT CONFIRMATION AND PAYMENT SCHEDULE

Single day events to be confirmed with advance payment in full. Multi-day events we ask for a deposit of 50% with the remainder to be paid 6 weeks prior or by arrangement.

CANCELLATION POLICY

Events cancelled at least 10 weeks prior to the event will be refunded in full minus \$150 administration fee.

Cancellation between 10-8 weeks prior will be refunded 75% minus administration fee.

Cancellation 7 weeks prior will be refunded 50%

Cancellation 6 prior will be refunded 25%



Year Round

VIFF YEAR ROUND & VANCITY THEATRE

1181 Seymour Street, Vancouver, BC V6B 3M7

INVOICE

Cancellation less than 5 weeks prior ineligible for refunds.

Events are not considered confirmed until the VIFF Centre has received the confirmation deposit and signed rental agreement. In the event that there is a request by another party for an unconfirmed date, the client with the temporary booking will be contacted and asked to confirm the date with a deposit or drop the date. The VIFF Centre retains the right to cancel a temporary booking if the client cannot be reached within 3 business days. All staff and incidental charges will be invoice after the event and payment due no more than two weeks after the event date.

PUBLICITY

All promotional materials which use the names "VIFF" and/or "Vancouver International Film Festival" and/or "VIFF Cinema" must be approved before publication. These titles must appear as printed here. The full listing for this venue is the VIFF Center.

SUPERVISION

The renter is responsible for following directions from the VIFF Centre staff person on duty in the building. The staff member will be available to provide direction to various rooms and equipment, supervise building and activity, to assist in any emergencies and to conduct an initial and final check on the state of the facility at the beginning and end of the rental. Please check with the supervising staff person at the beginning and end of each rental period.

FACILITY

The facility is rented on an "as is basis", with the following regulations required to be adhered to:

1. The renter is restricted to use of the areas listed on the agreement.
2. No decorations or application of material to walls, ceiling or floor shall be permitted which will mar, deface or injure these surfaces. No objects or materials that will set off the motion detectors shall be installed in any party of the facility.
3. Alteration or tampering with any electrical panel, outlet or service is strictly forbidden without authorization from appropriate VIFF Centre staff.
4. Set-up, take down and clean up are the responsibility of the renter unless negotiated in advance and in writing. Failure to take down or clean up may affect future rental requests and the cost of clean up will be deducted from the damage deposit. Renters are responsible for removing all decorations that they have erected. The renter must provide authorized personnel at the beginning and end of the event to do a site check.
5. The renter is responsible for providing adequate door staff and ensuring that only guests or customers approved by the renter are admitted. If the renter does not provide adequate door staff or prearrange for the VIFF Centre to provide such staff, an additional charge of \$31.50/hour may be added to the final bill at the discretion of the VIFF Centre.
6. Events extending before or after the stipulated rental time will be subject to an additional hourly fee. This fee will be determined by the type of rental and length of extended time including setup time.
7. All activities must end and the facility quietly vacated by midnight or as stipulated by the "out" time on the agreement.
8. Notice of cancellation must be made in writing. Please see cancellation policy above



Year Round

VIFF YEAR ROUND & VANCITY THEATRE

1181 Seymour Street, Vancouver, BC V6B 3M7

INVOICE

for exact penalties.

9. The Fire Marshall has set the maximum occupancy limits for the following rooms:

VIFF Cinema - 172 people

Atrium - 254 people

The renter must ensure that the maximum number of people in the room/area is within these limits.

10. The VIFF Centre is a non-smoking facility.

11. The renter is responsible for the behaviour of his/her guests while they are on the premises (either inside or outside the facility). Any excessive noise or damage will result in a partial or total loss of the damage deposit.

12. The renter is required to conform to all Workers Compensation Board regulations.

13. The renter agrees that, in both spirit and letter, it shall faithfully fulfill all provisions of the Human Rights Act S.B.C.

1979, Chapter 22 as amended or substituted from time to time, in the conduct of its affairs, the administration of the renter or otherwise.

14. It is contrary to By-Law #4810 to place signs (posters, directions) on city property. Violations may result in charges to cover the cost of removal by the city.

15. The VIFF Centre reserves the right to cancel this agreement in an emergency situation or due to circumstances beyond its control.

16. If the renter deliberately, negligently or innocently misrepresents any information required by this Agreement, the Agreement will be immediately canceled.

17. The renter must be responsible for ensuring that each sub-contractor is aware of and agrees to these Rental Agreement Conditions and provide a copy of this Rental Agreement Forum to all sub-contractors.

EVENTS WITH ALCOHOL

All alcoholic beverages must be purchased via our licensed bar. Drink ticket options may be available by prior agreement.

DAMAGE DEPOSIT

At the discretion of the VIFF Centre, a higher damage deposit may be required for larger events, or events with a significant risk of damage to the facility.

INSURANCE

The undersigned renter agrees to carry adequate public liability and property damage insurance and shall, on request, furnish proof of such coverage. Recommended insurance valuation is one million dollars (\$1,000,000).

CLASSIFICATION

By law, all public screenings in BC must be classified at BC Consumer Protection. As a non-profit society VIFF is exempt from this restriction, however rental events do not enjoy this status. The renter is urged to consult with BC Consumer Protection at least 4 weeks prior to the event.

I/We of the undersigned rental group, do agree to keep the terms of this agreement and do comply with all the policies of the VIFC.

NAME: (PRINT) _____



Year Round

VIFF YEAR ROUND & VANCITY THEATRE

1181 Seymour Street, Vancouver, BC V6B 3M7

INVOICE

POSITION: _____

PHONE: _____

EMAIL: _____

SIGNATURE: _____

DATE: _____

CREDIT CARD AUTHORIZATION FORM

Individual/Business/Group or Event Name: _____

Invoice #: _____

Credit Card Billing Address: _____

Street/City/Province or State/Post Code/Country

Contact Phone Number: _____

Contact Email Address: _____

I hereby authorize the following charge to be applied to the credit card
(applicable sales tax and services charges may apply): \$ _____

Comments:

The credit card listed below may be billed for the estimated charges.

Credit Card Number: _____ (VISA / MC / AMEX)

Name on Card: _____

Expiration Date: _____ Cardholder Phone #: _____

Signature of Card Holder: _____ Date: _____

By submitting this form and any supporting documents, I confirm that I have read and agreed to the use of the personal information I am giving you in accordance with your Privacy Policy.

Please send the completed form for VIFF Centre Rental Invoices to j.bradford@viff.org and for all other payables to accounting@viff.org

The Greater Vancouver International Film Festival Society (GVIFFS) pledges to protect your Personal Privacy
GVIFFS fully respects the privacy of its customers and maintains strict customer information privacy policies in compliance with Canada's Personal Information Protection and Electronic Document Act (PIPEDA) and British Columbia's Privacy Act. Our foremost concern is our customer's trust in our custodianship of their personal information.

Use of Personal Data

GVIFFS gathers personal and credit card information for the purpose of accurately processing payments which are requested via phone, on-line or through third party companies. GVIFFS is committed to protecting the confidentiality, integrity and availability of its customer's information and does not gather any personal information for purposes other than those expressly stipulated.

Protecting Information GVIFFS has implemented rigorous security measures to guarantee the safety of its customer's personal information and mechanisms are in place to ensure that its privacy policy is upheld. If you have any questions related to our privacy policy on protecting personal information and privacy rights, feel free to contact our Privacy Officer.

Inquiry for Availability of Theatre in June 2026

From culturalsection@vancouverpcg.org <culturalsection@vancouverpcg.org>

Date Tue 2026-02-03 9:46 AM

To Henderson, Leanne <lhenderson@surrey.ca>

 1 attachment (426 KB)

RFQ - Lease of Venue.pdf;

Dear Ms. Leanne,

The Philippine Consulate General is planning to host a film showing and reception in commemoration of the 128th Philippine Independence on June 11, 2026.

In this regard, we would like to inquire the availability and cost of rent in your theatre. Attached is a copy of the request for quotation including the requirements for the said event.

Thank you for your kind attention.

Very truly yours,

Medy


*Medy R. Domingo
Cultural Officer
Consulate General of the Philippines
660-999 Canada Place
Vancouver B.C. V6C 3E1
Tel. No. 604.685.1619 ext 110*

RE: Inquiry for Availability of Theatre in June 2026

From Henderson, Leanne <LNHenderson@Surrey.ca>

Date Tue 2026-02-03 12:25 PM

To culturalsection vancouverpcg.org <culturalsection@vancouverpcg.org>

 1 attachment (313 KB)

Booking Request Form.pdf;

Hello Medy,

Thank you for reaching out regarding City Hall theatre rentals. I have received preliminary approval from Howard Lee, and he is now asking for a completed booking form with details about the content of the film. We will also require a \$300 deposit to firm up the rental when ready.

That said, we don't have availability for most the early part of 2026, including June 11th. Luckily I still have your hold on June 10th, so hopefully this date will work for you?

Please confirm, thanks so much.

Leanne

LEANNE HENDERSON | SURREY CIVIC THEATRE RENTALS



CITY OF SURREY

Surrey Arts Centre Rentals

13750 88th Ave, Surrey, BC, Canada V3W 3L1

www.surrey.ca/theatre

Connect, Share and Engage with your City

From: culturalsection vancouverpcg.org <culturalsection@vancouverpcg.org>

Sent: February 3, 2026 9:46 AM

To: Henderson, Leanne <LNHenderson@Surrey.ca>

Subject: Inquiry for Availability of Theatre in June 2026

Dear Ms. Leanne,




Outlook

Inquiry for Availability of Theatre in June 2026

From culturalsection@vancouverpcg.org <culturalsection@vancouverpcg.org>

Date Tue 2026-02-03 9:50 AM

To Michael J Fox Theatre <info@michaeljfoxtheatre.ca>

 1 attachment (426 KB)

RFQ - Lease of Venue.pdf;

Dear Ms. Daniela,

The Philippine Consulate General is planning to host a film showing and reception in commemoration of the 128th Philippine Independence on June 11, 2026.

In this regard, we would like to inquire the availability and cost of rent in your theatre. Attached is a copy of the request for quotation including the requirements for the said event.

Thank you for your kind attention.

Very truly yours,

Medy

*Medy R. Domingo
Cultural Officer
Consulate General of the Philippines
660-999 Canada Place
Vancouver B.C. V6C 3E1
Tel. No. 604.685.1619 ext 110*

Re: Inquiry for Availability of Theatre in June 2026

From Michael J Fox Theatre <info@michaeljfoxtheatre.ca>
Date Tue 2026-02-03 10:04 AM
To culturalsection@vancouverpcg.org <culturalsection@vancouverpcg.org>

Hi Medy,

Thank you for your inquiry, however the theatre is completely booked the entire month of June, 2026.

Regards,

Daniela Salvia
Business Services Coordinator
Michael J Fox Theatre
www.michaeljfoxtheatre.ca
604.664.8875
MAILING ADDRESS: 5455 Rumble Street, Burnaby, BC V5J 2B7

We respectfully acknowledge that we work on the unceded traditional territories of the Coast Salish peoples, səliwətaʔt (Tseil-Waututh), Skwxwú7mesh (Squamish) and xʷməθkʷəy̓əm (Musqueam) Nations

On Tue, Feb 3, 2026 at 9:50 AM culturalsection vancouverpcg.org
<culturalsection@vancouverpcg.org> wrote:

Dear Ms. Daniela,

The Philippine Consulate General is planning to host a film showing and reception in commemoration of the 128th Philippine Independence on June 11, 2026.

In this regard, we would like to inquire the availability and cost of rent in your theatre. Attached is a copy of the request for quotation including the requirements for the said event.

Thank you for your kind attention.

Very truly yours,

Medy

Medy R. Domingo
Cultural Officer
Consulate General of the Philippines
660-999 Canada Place