



Republic of the Philippines
Office of the President
DANGEROUS DRUGS BOARD

September 5, 2018

INVITATION FOR SUPPLIER'S FORUM

Sir/Madam:

Greetings!

The Dangerous Drugs Board (DDB), through its Bids and Awards Committee (BAC) will be conducting a Supplier's Forum on September 19, 2018 (Wednesday) at the DDB Conference Room, 3rd Floor PDEA Building, NIA Road, Quezon City. As our partner in delivering quality service, you may share your feedbacks/comments regarding our transactions/processes to further improve our services. This will also be an avenue to discuss requirements and other matters to ensure that the process of all procurement activities undertaken by the DDB will become successful.

We are cordially inviting you and/or your representative/s (maximum of two (2) attendees) to join us on this event. Kindly confirm your attendance by returning the confirmation slip to the BAC Secretariat/Supply Section, 3rd Floor PDEA Building, NIA Road, Quezon City. For further inquiries, you may call Ms. Resty T. Aguinaldo at telefax 929-1158 or email to lfmontuerto.ddb@gmail.com.

Thank you and we look forward to your participation.

Undersecretary **EARL P. SAAVEDRA**
Executive Director

CONFIRMATION SLIP

YES, I/we will attend the DDB Supplier's Forum on September __, 2018.

NO, I/we will not attend the DDB Supplier's Forum on September __, 2018.

(Name of Company)

(Name of Representative and Signature)