



MACON

TRANSLATION & INTERPRETATION

315, (16/3) Ward, Waizayantar Road, Thingangyun Township, Yangon

9-6-2020

Quotation

To

Italian Agency for Development Cooperation (AICS)

Subject: Document Translation

Description	Unit Cost (Kyat)	Total
Document Translation for the whole book (estimated 100 pages)	28,000	2,800,000
	Total	2,800,000

Delivery: 100% finish translation (we need enough time for translation)

Payment: 100% finish translation (100% Checking)

Bank Account: 009 822 301 001 4843

Bank Name: AYA Bank

Account Name: Aye Aung Myin

Branch: Ottarathiri Branch, Nay Pyi Taw

Currency: Kyats

Aye Aung Myin

Finance Manager

Nay Pyi Taw Office Representative

095203461

N. Progr	Description	Provider	Quotation date	FERD request page n.	Amount USD	Amount MMK	Amount in EURO	AICSY Quotation Number
1	Professional editing of the Myanmar-language Development Assistance Policy (DAP)	MACON	Date: 9-6-2020	1/25		2,800,000.00	€ 1,782.08	1
2	Hard Copy Publication of the DAP in English and Myanmar language	KKN	Date: 10-6-2020	5/25		3,700,000.00	€ 2,354.89	2
3	Video conferency technology and related facilities (1 year warranty)	KMD	Date: 28-05-2020	7/25	2298		€ 2,045.91	3 (A)
		KMD	Date: 2-06-2020	20/25	210		€ 186.96	3 (B)
4	Maintenance and servicing for Canon photocopiers and Dell desktops and printers	Khaing Group	Date: 9-06-2020	15/25		1,933,600.00	€ 1,230.65	4
5	Virus software licenses/updates	Laser Computer group	Date: 9-6-2020	25/25	480		€ 427.34	5
						TOTAL	€ 8,027.83	

Exchange rate

0.8903

1571.2

AID 11087 - CAD-MM

BUDGET LINE	RESIDUO al 18-6-2020	RICHIESTA FERD del 22-06-2020
1.1 - Realizzazione delle forniture a favore del FERD	€ 9,500.00	€ 3,890.87
1.6 - Servizi di supporto al Development Cooperation Forum 2017 e 2018	€ 32,140.00	€ 4,136.97
TOTALE		€ 8,027.83

€



Prot. n. AICSY-OUT-443-2020-06-23

Ref: AICSY-IN-514(D)-2020-06-02

Subject: Italian funding on Governance sector in Myanmar - Capacity Development of Donor Coordination (CAD-MM) AID 11087. – FERD Request for support

Dear U Than Aung Kyaw,

Greetings from the Italian Agency for Development Cooperation of Yangon.

Replying to your letter n. 1368/2020 of the 2nd of June 2020 and following communication with the AICSY administrative staff, I am pleased to confirm AICS intention to support FERD as requested by your Office, in the framework of the afore mentioned initiative AID 11087 (CAD-MM).

In particular, AICS will fund the printing and publication of various materials (e.g. Myanmar Development Assistance Policy) and will contribute to relocation of IT equipment. FERD will assure the correct visibility for AICS contribution, allowing AICS to show its logo on funded printings and IT equipment.

With this letter AICS acknowledge the receipt of the following quotations, transmitted by FERD, and undertakes the obligation to pay directly suppliers and service providers according to terms and conditions stated in the attached quotations:

N. Progr	Description	Provider	Quotation date	FERD request page n.	Amount USD	Amount MMK	Amount in EURO	AICSY Quotation Number	
1	Professional editing of the Myanmar-language Development Assistance Policy (DAP)	MACON	Date: 9-6-2020	1/25		2,800,000.00	€ 1,782.08	1	
2	Hard Copy Publication of the DAP in English and Myanmar language	KKN	Date: 10-6-2020	5/25		3,700,000.00	€ 2,354.89	2	
3	Video conferency technology and related facilities (1 year warranty)	KMD	Date: 28-05-2020	7/25	2298		€ 1,571.20	3 (A)	
		KMD	Date: 2-06-2020	20/25	210		€ 186.96	3 (B)	
4	Maintenance and servicing for Canon photocopies and Dell desktops and printers	Khaing Group	Date: 9-06-2020	15/25		1,933,600.00	€ 1,230.65	4	
5	Virus software licenses/updates	Laser Computer group	Date: 9-6-2020	25/25	480		€ 427.34	5	
							TOTAL	€ 7,553.12	
					Exchange rate	0.8903	1571.2		



As agreed, AICS will proceed with the payment of the afore mentioned services/supplies **ONLY** whether:

- FERD will formally transmit to AICS one invoice for each quotation listed above, asking AICS to proceed with the payment, which will be considered as a FERD statement that the services/item delivery has been correctly performed by the provider/supplier.
- Invoices will be addressed to "AICS – Italian Agency for Development Cooperation".
- Invoice will clearly mention the list of the services/supplies provided, quantity, unit and total cost of each item, total cost of the invoice.
- Invoice will clearly mention the bank account of the provider/supplier.

It is well understood that AICS will proceed to the payment of the afore mentioned invoices directly to suppliers/service providers, in the framework of the afore mentioned initiative AID 11087 (CAD-MM).

Thank you very much for your collaboration.

I take this opportunity to renew to you and your Department my highest consideration.

AICS YANGON Head of Office

Walter Zucconi



Attachments:

- Quotations accepted by AICS

U Than Aung Kyaw
Director General
Foreign Economic Relations Department
Ministry of Investment and Foreign Economic Relations
Nay Pyi Taw

CC
Daw Thuzar Khin
Director
Foreign Economic Relations Department
Ministry of Investment and Foreign Economic Relations
Nay Pyi Taw

The Republic of the Union of Myanmar
Ministry of Investment and Foreign Economic Relations
Foreign Economic Relations Department

D.O 64 76 10(1368/2020)

Date ^{၁၂} June 2020

Mr. Walter Zucconi,

Director, Italian Agency for Development Cooperation

Subject: Request for Continued AICS Support

Dear Mr. Walter Zucconi,

Greetings from the Foreign Economic Relations Department (FERD) of the Ministry of Investment and Foreign Economic Relations (MIFER).

On behalf of FERD, I would like to express our thanks to the Italian Agency for Cooperation and Development (AICS) for the valuable support provided to FERD via the Capacity Development of Donor Coordination (CAD-MM) initiative. Italy's significant contributions to the work of FERD have been noted and are spoken of with the greatest of gratitude.

As you will be aware, within MIFER, FERD maintains a central coordination and management function, and in doing so serves as the primary interface between the Government of Myanmar, Partners in Development (PID), and civil society organisations on all issues relating to development assistance.

FERD also serves as Secretariat to the Development Assistance Coordination Unit (DACU). In this capacity, FERD supports the DACU by regularly assessing the effectiveness of development assistance, collects and analyses development assistance data, and maintains the Mohinga Aid Information Management System – all in line with our Myanmar Development Assistance Policy (DAP).

FERD is also responsible for leading (or facilitating where required) the conclusion of various forms of agreement between Government Entities and PID, for ensuring that regular dialogue (both virtual and face-to-face) is maintained between the Government of Myanmar and PID on various issues, and for exercising its convening power to facilitate national-level, forward-

looking strategic planning and coordination dialogues between Government entities and all PID.

To assist FERD in performing these important functions, I would like to request AICS to consider continuing support in the following areas:

- professional editing of the Myanmar-language Development Assistance Policy (DAP) – please note that our team are producing an initial Myanmar-language translation however it would benefit greatly from professional Myanmar-language editing to ensure consistency and clarity;
- hard-copy publication of the DAP in English and Myanmar language (i.e. 2 versions);
- video conferencing technology and related facilities (please see attached file for more detail);
- maintenance and servicing for Canon photocopiers and Dell desktops and printers; and
- virus software licenses/updates for all AICS-donated information technology (IT) equipment.

Our preliminary estimates for the goods and services noted above:

Items	Estimated Cost (USD)	Estimated Cost (Kyat)
1. Professional editing of the Myanmar-language Development Assistance Policy (DAP)	-	2,800,000
2. Hard-copy publication of the DAP in English and Myanmar language	-	3,700,000
3. Video conferencing technology and related facilities (1 year Warranty) <u>(OR)</u>	US\$ 2298	3,217,200
Video conferencing technology and related facilities (2 years Warranty)	US\$ 3,024	4,233,600
4. Maintenance and servicing for Canon photocopiers and Dell desktops and printers	-	2,227,600
5. Virus software licenses/updates	-	480,000
Total(estimated)		12,424,800 or 13,441,200

(Estimated 1USD=1400 Kyat)

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Please also find attached a list of quotations which mention the goods and services required, invoice costs and relevant bank account details addressed to "AICS - Italian Agency for Development Cooperation".

Whenever possible, the AICS logo will be made visible on products produced and/or purchased in conjunction with this support.

I kindly request that AICS be in contact with Daw Thu Zar Khin, Director, FERD to explore whether it might be possible to take this timely and important initiative forward. Thank you once again for your continued support.

Sincerely,



Than Aung Kyaw

Director-General

Daw Thu Zar Khin

Cc: Daw Thu Zar Khin, Director, DACU Secretariat office.

1. Professional editing of the Myanmar-language Development Assistance Policy (DAP)

No	Description	Qty	Unite Price(MMKyat)		
			MACON	Myo & Associates	Bagan Vintage
1	Document Translation per page (avg 350 words -1page) The whole book	Book	2,800,000	2,520,000	3,080,800

FERD would like to encourage AICS to choose MACOM for professional translation and editing of the Myanmar-language Development Assistance Policy (DAP).

Based on previous experience working with MACOM during the 2nd Development Effectiveness Roundtable, FERD found MACOM to have the required capacity and strong understanding of relevant technical terms

2. Publication of the DAP in English and Myanmar language

Kyat

No	Description	Qty	Light		KKN		Yadanar Swe	
			Eng	Myan	Eng	Myan	Eng	Myan
1	Size 7.5"x 10.5" Quality WF 80 gm English (90-100 Pages), Myanmar(120-150 Pages)	1	4,500	6,500	4,000	6,000	4,800	6,500
Total Amount		370	1,665,000	2,405,000	1,480,000	2,220,000	1,776,000	2,405,000

FERD recommends KKN for publication of the DAP in English and Myanmar language. KKN was previously contracted to publish the MSDP and their services were found to be of a high quality. KKN has been found to be fast and reliable in the provision of high quality sample publications and in FERD's experience, can be relied upon to deliver a high quality in a timely manner.

3. Videoconferencing technology and related facilities

No	Description	Qty	Unite Price(USD)		
			KMD	MRS	DCD
1	4870- 84160-112 Premier, One Year, Real Presence Group 500-720p: Group 500 HD codec, EagleEyeIV- L camera	1	798	850	820
2	4870-64250-801 Service re-activation fee, Group 500 720p EE IV, for product less than one year out of support coverage	1	496	550	520
3	Polycom Testing (1 lot) *Testing with demo unit form YGN	1	55	95	75

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No	Description	Qty	Unite Price(USD)		
			KMD	MRS	DCD
	*Technician Services *Item Delivery & Transportation at NPT site				
4	Fortigate 1 year warranty Extension (FC-10-FG1HE-950-02-12) Unified (UTM) Protection (24x7 FortiCare plus Application Control, IPS, AV, Web Filtering and Antispam, FortiSandbox Cloud)	1	949	990	950
Total Amount			2,298	2,485	2,365

(or)

	Fortigate 2 year warranty Extension (FC-10-FG1HE-950-02-12) Unified (UTM) Protection (24x7 FortiCare plus Application Control, IPS, AV, Web Filtering and Antispam, FortiSandbox Cloud)	1	1,675	-	-
Total Amount			3,024		

FERD recommends KMD as the technical provider of equipment and network installation based on our previous working relationship with.

For Fortigate Firewall warranty extension, FERD recommends a 2 year warranty extension rather than a 1 year. Because currently near 6 month over due, if 1 year extension, we can use nearly 6 month. So can I request 2 year.

4. Maintenance and servicing for Canon photocopiers, Dell desktops and LBP Printers

No	Descriptions	Qty	Khaing Group		Concordia		Infiniti	
			Price	Amount(Kyat)	Price	Amount(Kyat)	Price	Amount(Kyat)
1	Drum Unit	2	515,000	1,030,000	516,000	1,032,000	51,800	1,036,000
2	Feed Roller	8	15,000	120,000	16,500	132,000	16,000	128,000
3	Fixing Film	1	440,000	440,000	443,000	443,000	445,000	445,000
4	Separation Roller	4	15,000	60,000	16,000	64,000	16,000	64,000
5	Overhaul Charges	2	70,000	140,000	75,000	150,000	75,000	150,000
6	Fixing Film	2	56,800	113,600	57,000	114,000	58,000	116,000
7	Service Charges	2	15,000	30,000	18,000	36,000	25,000	50,000
Total Amount				1,933,600		1,971,000		1,989,000

FERD recommends Khaing Group as the service provider for the maintenance and servicing of Canon photocopiers, printers and desktop computers. Khaing Group is already using Khaing Group as a maintenance and service provider for Canon photocopiers, printers and also for computers used by FERD. Khaing Group also provides a service guarantee for FERD's IT equipment.

ERU 2AR

Monitor

No	Description	Qty	KMD	Laser	Infiniti
1	P2419H Monitor	1	210(US\$)	215 (US\$)	225 (US\$)

FERD recommends KMD as the technical provider of equipment and network installation based on our previous working relationship with.

5. Virus software licenses/updates

No	Description	Qty	Unite Price(USD)		
			MRS	DCD	Laser
1	Kaspersky Antivirus 1 Year	40	520(US\$)	600(US\$)	480,000(Kyat)

For Kaspersky Antivirus 1 Year license renewals, Laser Computer Group offers the lowest price. Therefore, FERD recommend AICS to choose Laser Computer Group as the provider.

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MACON

TRANSLATION & INTERPRETATION

315, (16/3) Ward, Waizayantar Road, Thingangyun Township, Yangon

9-6-2020

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To

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Account Name: Aye Aung Myin

Branch: Ottarathiri Branch, Nay Pyi Taw

Currency: Kyats

Aye Aung Myin

Finance Manager

Nay Pyi Taw Office Representative

095203461



2

KKN DESIGN & PRINTING SERVICE

သို့

10-6-2020

Italian Agency for Development Cooperation (AICS)

အကြောင်းအရာ။ ။ ပုံနှိပ်ချုပ်လုပ်ရန် ဈေးနှုန်းတင်သွင်းခြင်း

အထက်ပါ အကြောင်းအရာကိစ္စနှင့် ပတ်သက်၍ ကျွန်တော် ဦးကျော်နိုင်ဝင်း (KKN Design & Printing Service) သည် လူကြီးမင်းတို့ဌာနမှ ထုတ်ဝေမည့် (Development Assistance Policy) စာအုပ် အုပ်အရေအတွက် (၈၅၀) အတွက် အောက်ပါအတိုင်း ဈေးနှုန်းတင်သွင်းအပ်ပါသည်-

စဉ် Sr. No.	စာအုပ်အရည်အသွေး Description	English တစ်အုပ် book cover ဈေးနှုန်း (အင်္ဂလိပ်) စာမျက်နှာ-၉၀ (၉၀) (ကျပ်)	Myanmar တစ်အုပ် book cover ဈေးနှုန်း (မြန်မာ) စာမျက်နှာ-၁၅၀ (၁၅၀) (ကျပ်)	စုစုပေါင်း Total amount
၁။	စာအုပ်အရွယ်အစား: 7.5" x 10.5" အဖုံးစက္ကူအမျိုးအစား: Artcard 250 gm (4 color with laminated) အတွင်းစက္ကူ: WF 80gm (4 color) စာအုပ်ချုပ်ရန်: စက်ကော်ကပ်ချုပ်	(၄၀၀၀ x ၃၇၀ အုပ်ရေ) ၁,၄၈၀,၀၀၀ (4000 Ks x 370 books)	(၆၀၀၀ x ၃၇၀ အုပ်ရေ) ၂,၂၂၀,၀၀၀ (6000 Ks x 370 books)	၃,၇၀၀,၀၀၀ 3,700,000

TOTAL 3,700,000

Soeyuaye


Daw Soe Yu Aye

KKN Design & Printing Service

- Duration : 3 week After order confirmed
- Payment : 100% After order
- Bank AC : 0098 2010 1003 2715
- Bank Name : AYA Bank
- Account Name : Soe Yu Aye
- Branch : Myoma Zay , Zabuthiri, Nay Pyi Taw
- Currency : Kyats

5/25

3A

	KMD Company Ltd.	Issue Date 28.May. 2020	Ref No.: P18520 Issue : 1
	Price Quotation		Page 1 of 1
KMD Co., Ltd (Head Office) U74-182 Pansodan Rd (Mildic Block) Kyaukse Suburb, Yangon, Myanmar Sales Tel: (+66) 887025 81775 384109 (Ext: 125, 135, 132) Int. Price Hot Line : 09965417333 Fax: +66-1-175334 Email: info@kmdco.com www.kmd.com Company Reg: 2207-2593-1994 Ka Tho Kho (2) : 139740386			

For the attention of :

AICS - Italian Agency for Development Cooperation

Quote Valid For : 30 Days From The Date Of issued
 Delivery Lead time : Within 30 Days From The Date Of PO issued
 Payment Terms : 100% On PO Confirmation

Dear Sir,

Thank you very much for giving opportunities to serve your company.

KMD is one of your best valued One-stop solution provider in ICT Equipment and Services,

is pleased to submit quotation for above as follows -

No	Description	Qty	Unit Price (USD)	Net Price (USD)
1	Fortigate 1 year warranty Extension (FC-10-FG1HE-950-02-12) Unified (UTM) Protection (24x7 FortiCare plus ApplicationControl, IPS, AV, Web Filtering and Antispam, FortiSandboxCloud)	1	949	949
2	4870-84160-112 Polycom Premier, One Year, RealPresence Group 500-720p: Group 500 HD codec, EagleEyeIV-L camera	1	798	798
3	4870-64250-801 Service re-activation fee, Group 500 720p EE IV, for product less than one year out of support coverage	1	496	496
4	Polycom Testing (1 Lot) * Testing with demo unit from YGN * Technician Services * Item Delivery & Transportation at NPT site	1	55	55
			Total:	2,298

7/25



YNG

3(B)

KMD Company Limited

174-182, Pansodan Road

Kyauktada Township, Yangon, Myanmar

Tel 95-1-381035, 95-1-381775 Fax 95-1-375334

Email: gov.nptenterprise@kmdcomputer.com

To MYANMAR

AICS - Italian Agency for Development Cooperation
Nay Pyi Taw.

Our Ref No :1451/KMD/2020

Date : 02 - Jun - 2020

Quotation Price

No	Product Description	Qty		Unit price (USD)	Ext. price (USD)
1	Dell Monitor P2419H Monitor	1	Nos	210	210
Without Tax					210

KMD Company မှ ဆောင်ရွက်ပေးနိုင်သော ဝန်ဆောင်မှုများ

ပစ္စည်းဈေးနှုန်းသက်တမ်းတည်မြဲမှု ကာလမှာ (၁) ပတ် ဖြစ်ပါသည်။ ။

ပစ္စည်းပေးသွင်းမည့် ကာလမှာ စာချုပ်ချုပ်ပြီး (၄ - ၈) ပတ် အတွင်းပေးသွင်းနိုင်ပါသည်။ ။

ပစ္စည်းအာမခံကာလ မှာ (၁) နှစ် ဖြစ်ပါသည်။

လေးစားစွာဖြင့်

Myat Bhone Mo Oo.

KMD Co.,Ltd

09-43343344/09-685544447.

gov.nptenterprise@kmdcomputer.com

Account: 0098 2010 1000 2295

Name: Thidar Win

Bank : AYA

Branch : Nay Pyi Taw (Myoma Zay)

Currency: Kyats

29/25



**KHAING
GROUP**

KHAING GROUP

Copier, Printer, Fax and Glory (Spare Parts & Service)

**No.Ya 7/192, Aung Mngalar (4) Street, Yan Aung (1) Quarter
Pyinmana, Nay Pyi Taw. ☎ 09 - 960845842, 09 - 678609627**

Date :9.6.2020
To :AICS-Italian Agency For Development Cooperation
Location :Nay Pyi Taw
Re :Quotation for Spare Parts of iR 2545 (Serial No.FUW 80118)

Dear Sir/Madam,

Thank you very much for inviting use to quote.We are pleased to quote you our best price as follows.

No	Items	Qty	Unit Price	Amount
1	Drum Unit	2	515,000	1,030,000
2	Feed Roller	8	15,000	120,000
3	Fixing Film	1	440,000	440,000
4	Separation roller	4	15,000	60,000
5	Overhaul Charges	2	70,000	140,000
6	Fixing Film PCS	2	56,800	113,600
7	Service Charges Set	2	15,000	30,000
Total Amount (Ks)				1,933,600

Term & Condition

Validity :One Week From the date of order

Duration :Two Weeks

Guarantee :1 Year

We hope you will find our quotation satisfactory and look forward to hearing from you soon.

Truly Yours

Myat Hsu Kyaw

Manager

09-456498280

AYA Bank Account: 0098201010031835

Myoma Zay, Nay Pyi Taw

A/C Name: Myat Hsu Kyaw

Currency : Kyat

Confirm Order By

Customer Name & Stamp

15/25

5

LASER IT & Mobile Tech Co.,Ltd.

Date: 9-6-2020

Quotation

To

Italian Agency for Development Cooperation (AICS)

We are pleased to submit our Quotation as follows:

No.	Type	Description	Brand	Qty	Unit Price	Amount
1	AntiVirus	<u>Kaspersky AntiVirus</u> - One Device One User - Block the latest viruses	Kaspersky	40	12,000	480,000
Total						480,000

Terms and Conditions

Price Validity : Price and stocks may be within One Week (Validity 7 Days)

Payment : 009 820 101 003 6928

Bank Name : AYA Bank

Account Name: Hlaing Hlaing Moe

Branch : Myoma Market, Nay Pyi Taw

Bank Currency: Kyats

Delivery : 30 Days After Confirm (Maximum)

: Purchase order. We hope you will find our quotation satisfactory and look forward hearing from you soon.

Hlaing Hlaing Moe

09-250966441

25/25

The Republic of the Union of Myanmar
Ministry of Investment and Foreign Economic Relations
Foreign Economic Relations Department

D.O. 64 76 10 (1519 / 2020)

Dated. 22nd June 2020

Mr. Walter Zucconi,
Director,
AICS Yangon

Subject: FERD Request for Support - (CAD-MM) AID 11087

Dear Mr. Walter Zucconi,


With reference to your letter Ref: AICSY-OUT-443-2020-06-23, I would like to express our sincere thanks to the Italian Agency for Development Cooperation in Myanmar (AICS) for your continued support to the Foreign Economic Relations Department of the Ministry of Investment and Foreign Economic Relations.

With this letter, I am very pleased to confirm that FERD is ready and willing to partner with AICS in moving forward with the printing and publication of the Development Assistance Policy (DAP) and relocation of IT equipment.

Whenever possible, the AICS logo will be made visible on AICS funded printings and IT equipment. We agree to follow the AICS requested procedure with regard to the payment processes.

Thank you once again for your consideration of my request and continued support.

Sincerely,



(Than Aung Kyaw)
Director-General

CC:

Float File

sara.tesio@aicsyangon.org

From: Thuzar Khin <thuzarkhin7@gmail.com>
Sent: Tuesday, June 23, 2020 5:05 PM
To: walter.zucconi; Thazin Phone Zaw
Cc: marco.gaspari@aicsyangon.org; ayeaye.nyein@aicsyangon.org;
sara.tesio@aicsyangon.org; Hein Zaw; Thida Win; Than Kyaw
Subject: Re: FERD request for support - CAD MM AID 11087
Attachments: FERD Request for Support - (CAD-MM).pdf

Dear Mr. Walter Zucconi,

We would like to express our sincere thanks to the Italian Agency for Development Cooperation in Myanmar(AICS) for your continued support to the Foreign Economic Relations Department.

I am very pleased to confirm that FERD is ready and willing to partner with AICS in moving forward with the printing and publication of the DAP and relocation of IT equipment.

The AICS logo will be made visible on AICS funded printings and IT equipment. We agree to follow the AICS requested procedure with regard to the payment processes.

Thank you very much for your support.

With regards

Thu Zar Khin
Director
Foreign Economic Relations Department
Ministry of Investment and Foreign Economic Relations

mobile: 09420728176, office phone 067 407635
fax: 067 407429
email: thuzarkhin7@gmail.com

On Tue, Jun 23, 2020 at 11:07 AM Thazin Phone Zaw <thazin.phone@aics.gov.it> wrote:

Dear Director General U Than Aung Kyaw,

I am pleased to forward you the official reply of AICS regarding the request of FERD for supporting the printing and publication of various materials and supplies of IT equipment.

Kindly see the attached Official letter together with the FERD letter and calculation.

If you need further clarifications, please feel free to contact .