



06 December 2024

## REQUEST FOR QUOTATION

The Philippine Department of Tourism - London is inviting qualified company that can provide Filipino Cultural Performances (complete package) for the PDOT's participation in FITUR 2025 in Madrid, Spain on January 22-26, 2025.

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents on or before December 17, 2024 through [jing@pdotlondon.co.uk](mailto:jing@pdotlondon.co.uk) or [info@pdotlondon.co.uk](mailto:info@pdotlondon.co.uk).

Thank you and we look forward to receiving your proposals.

Sincerely yours,

*Gerard Panga*

**GERARD O PANGA**

Tourism Attaché

Philippine Department of Tourism - London

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## TERMS OF REFERENCE

Project Title : Service Provider for Cultural Performance at the DOT Booth in FITUR 2025  
Job Specification : Cultural Performing Group  
Duration : January 22-26, 2025

### I. BACKGROUND:

The Philippine Department of Tourism (DOT) will be participating in the Feria Internacional De Turismo (FITUR) 2025 from January 22-26, 2025. Part of the activities at the booth will be activations through cultural performances at the booth.

### PURPOSE / OBJECTIVES

The Department of Tourism (PDOT) needs the services of cultural performing group to provide cultural performances on January 22-26, 2025. The performers will also act as brand ambassadors at the booth wearing their Filipino costumes.

Objectives :

- To provide cultural performances at the booth showcasing the unique Philippine culture through dances
- To provide attract booth visitors at the booth and increase awareness and interest on the Filipino culture and traditions
- To assist in the dissemination of brochures as well as become brand ambassadors during off-performance schedule
- To assist in the promotion of the Philippines and in handling queries about the country

### III. CAPABILITY REQUIREMENTS

- Must be a professional and registered Filipino cultural performing group
- Must have previously worked with PDOT London or with other PH government agencies in Europe
- Must be able to provide the requirements of the PDOT London based on the detailed required services
- Must be willing to provide the required services on a send-bill arrangement

### IV. DELIVERABLES/ REQUIRED SERVICES

DATE	TIME	VENUE
January 22, 2025	Whole day	PH Booth
January 23, 2025	Whole day	PH Booth
January 24, 2025	Whole day	PH Booth
January 25, 2025	Whole day	PH Booth
January 26, 2025	Whole day	PH Booth

- The DOT will need a group of 4 dancers for the above event.
- The package should be all-inclusive (airfare, accommodation, meals and performance fees, per diems, costumes, excess baggage)

### V. BUDGET

The budget for the above required service (total package) is £6,808.00 for the entire exhibition period.

The winning quotations/ proposals will be based on the lowest proposed bid price and compliance to the required specifications of the requested services.

Contact Person:

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Approved by:



GERARD O. PANGA  
Tourism Attaché  
PDOT London Office