



December 17,2024

REQUEST FOR QUOTATION

The Philippine Department of Tourism- London is inviting qualified companies/suppliers to send quotation to the supply of Juco Bag (1 side print) and UK Printed badges (20mm).

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents on or before January 9,2025 to marketing@pdotlondon.co.uk or jing@pdotlondon.co.uk.

Thank you and we look forward to receiving your proposals.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Gerard Panga".

GERARD O PANGA

Tourism Attaché

Philippine Department of Tourism - London





TERMS OF REFERENCE

Project Title	:	Give aways Supplier (Juco Bags, Pins)
Job Specification	:	Supplier of promotional products
Duration	:	1 Transaction

I. BACKGROUND

The Philippine Department of Tourism (PDOT) will be participating in FITUR 2025 Show in Madrid, Spain.

II. PURPOSE/OBJECTIVES

The Philippine Department of Tourism (PDOT) needs the services of a UK-based licensed supplier of promotional products for the above-mentioned activity. The above items will be used for give aways.

Objectives:

- To supply Juco bag (1 side print) full colour print
- To supply printed badges/pins (square 20mm) full colour print
- To deliver the items in time for the fair

III. CAPABILITY REQUIREMENTS

- Must be London-based/registered company
- Must be able to provide the requirements of PDOT London based on the detailed required services
- Must be willing to provide the required services on a send-bill arrangement

IV. DELIVERABLE/REQUIRED SERVICES

Deliver must be on or before 16 January 2025

V. BUDGET

The budget for the above required services is as follows (exclusive of tax):

- Juco Bag, full colour print – 170 units (£654.50)
- Printed badges/pins, full colour print (square 20mm)- 250 units (£262.50)





The winning quotation/proposal will be based on the lowest proposed bid price and compliance to the required specifications of the request services.

Prepared by:

A handwritten signature in blue ink, appearing to read "Gerard O. Panga".

Gerard O. Panga

Tourism Attaché

Philippine Department of Tourism-London

CONFORME:

Signature

