



June 17,2025

REQUEST FOR QUOTATION

The Philippine Department of Tourism - London is inviting qualified companies to send quotations/ proposals for an activation venue in Cardiff, Wales shopping mall.

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents to jing@pdotlondon.co.uk or marketing@pdotlondon.co.uk on or before **June 24,2025**.

Thank you and we look forward to receiving your proposals.

Sincerely yours,


GINA MARIE LIBERTY ESMANA

STOO/AO

Philippine Department of Tourism - London





TERMS OF REFERENCE

Project Title : Love the Philippines branding Awareness Activation
Job Specification : Provision of venue for activation event
Duration : August 22-24,2025

I. BACKGROUND:

The Philippine Department of Tourism (DOT) will be conducting an activation in Cardiff to promote Philippine branding "Love the Philippines" and the Philippines as a country of destination.

II. PURPOSE / OBJECTIVES

The Department of Tourism (PDOT) need a venue to conduct activation in Cardiff, Wales on August 22-24,2025. This is aimed at the following objectives:

- To provide PDOT London a venue for the activation event from August 22-24,2025
- To engage the public in the experiential show and promote the Philippine branding "Love the Philippines"
- To highlight the Philippines as a holiday destination for Welsh market

III. CAPABILITY REQUIREMENTS

- Must be able to accommodate the requirements of PDOT as per below deliverables
- Must be a legitimate entity/ company in the United Kingdom

IV. DELIVERABLES/ REQUIRED GOODS

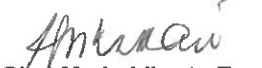
- 1) open space venue with approximate available space of 25m x 8m area for activation activities
- 2) must provide electricity during the entire event
- 3) must allow decorations and set-up, conduct activities ie: Philippine cultural performances, flair tending, food sampling, cocktail sampling and distribution of brochures and leaflets
- 4) must be accessible to a significant food traffic any day of the year
- 5) must be able to extend technical support to PDOT London

V. IMPLEMENTATION/DELIVERY DATE

The venue must be available on August 22-24 with ingress on August 21 midnight and egress on August 24 midnight.

The winning quotation/ proposal will be based on the lowest proposed bid price and compliant to the required specifications of the requested product/s.

Prepared by:


Gma Marie Liberty Esmaná
STOO/AO
Philippine Department of Tourism-London

