



November 24, 2025

REQUEST FOR QUOTATION

The Philippine Department of Tourism - London is inviting qualified companies/suppliers to send quotations for the supply of Tote Bags with LTP Logo

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents on or before December 02, 2025 to info@pdotlondon.co.uk, or jing@pdotlondon.co.uk.

Thank you and we look forward to receiving your proposals.

Sincerely yours,

GINA MARIE LIBERTY ESMANA
Administrative Officer, DOT London



TERMS OF REFERENCE

Project Title : Giveaways (Tote Bag with LTP logo)

Job Specification : Provider/Supplier for Giveaways

I. BACKGROUND:

The Philippine Department of Tourism (DOT) will be undertaking the purchase of Promotional Giveaways which will be used for FITUR (Feria Internacional del Turismo) in Madrid, Spain on January 21-25, 2026, under FITUR 2026 budget OPMD-MDD Funds.

PURPOSE / OBJECTIVES

The Department of Tourism (PDOT) needs the services of a UK based licensed supplier of a promotional products for the above-mentioned activities.

Objectives:

- To provide promotional products (Tote Bag with LTP Logo)
- To deliver the items in time for the event

II. CAPABILITY REQUIREMENTS

- Must be UK-based/ and have the capacity to provide the promotional products
- Must be legitimate company registered in UK
- Must be willing to provide the required services on a send bill-arrangement

IV. DELIVERABLES/ REQUIRED SERVICES

Delivery must be within 1 week after confirmed order

V. BUDGET

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

Tote Bag with LTP Logo	550 units- £1500.00
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The winning quotation/ proposal will be based on the lowest proposed bid price and compliance to the required specifications of the requested product/s.

Prepared by:

GINA MARIE LIBERTY ESMANA
Administrative Officer, DOT London