



20 January 2026

REQUEST FOR QUOTATION

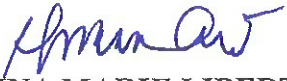
The Philippine Department of Tourism - London is inviting qualified service providers for project support staff/ interpreter services for the DOT's conduct of Selling Mission in Barcelona on January 26, 2026, in Catalonia Plaza Hotel de Catalunya, Barcelona, Spain.

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents on or before January 24, 2026 through jing@pdotlondon.co.uk or marketing@pdotlondon.co.uk.

Thank you and we look forward to receiving your proposals.

Sincerely yours,


GINA MARIE LIBERTY ESMAÑA
VIC Tourism Attaché
Philippine Department of Tourism - London



TERMS OF REFERENCE

Project Title : Selling Mission in Barcelona 2026
Job Description : Service Provider as interpreter/ Project Support Staff for the Selling Mission in Barcelona
Duration : January 26, 2026

I. BACKGROUND:

The Philippine Department of Tourism (DOT) will be conducting the Selling Mission in Barcelona 2026 as a post FITUR activity for the Philippine private sector delegation in FITUR 2026.

II. PURPOSE / OBJECTIVES

The Department of Tourism (PDOT) needs the services of an interpreter (Spanish to English) cum project support staff/ to provide support services including interpreting services during the DOT's conduct of the Selling Mission in Barcelona on January 26, 2026.

Objectives :

- To provide iproject support staff services during the conduct of the Selling Mission in Barcelona;
- To provide interpretation services during business networking and B2B sessions between the Manila-based travel trade partners and their Spanish counterparts;
- To assist the Philippine private sectors in the presentation of Philippine tourism product offerings to Spanish tour operators/ travel agents.

III. CAPABILITY REQUIREMENTS

- Must be a Spanish citizen and have mastery of both the English and Spanish languages;
- Must have knowledge about the Philippines mas a tourist destination;
- Must be able to provide the requirements of PDOT London based on the detailed required services

IV. DELIVERABLES/ REQUIRED SERVICES

DATE	EVENT	VENUE
January 26-27, 2026	Selling Mission in Barcelona - Assist PH private sector during the event - Provide interpreting services during the B2B - Assist private sector and PH delegation at the venue and during departures	Catalonia Plaza Hotel de Catalunya

V. BUDGET

The budget for the above required services is Euro800.00 inclusive of all applicable taxes and other requirements (license, permit, transfers, etc).

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

Prepared by:

GINA MARIE LIBERTY ESMANA

OIC Tourism Attaché

Philippine Department of Tourism-London