



June 23, 2025

REQUEST FOR QUOTATION

The Philippine Department of Tourism - London is inviting qualified company that can provide transportation service for the PDOT's Consumer's Activation in St David's Dewi Sant, Cardiff, Wales.

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents on or before August 6, 2025, through jing@pdotlondon.co.uk or marketing@pdotlondon.co.uk.

Thank you and we look forward to receiving your proposal

Sincerely yours,


GINA MARIE LIBERTY ESMAÑA
STOO/AO
PDOT London





Project Title : Provider/ supplier for transportation service for the DOT's Consumer's Activation in St David's Dewi Sant, Cardiff, Wales

Job Specification : Transportation service for PDOT London Consumer's Activation in St. David's Dewi, Cardiff, Wales

Duration : August 21-25,2025

I. BACKGROUND:

The Philippine Department of Tourism (PDOT) will be conducting a consumer's activation in St David's Dewi Sant, Cardiff, Wales on August 22-25,2025. This event is to promote DOT's new branding "Love the Philippines" and Philippines as a country of destination.

II. PURPOSE/ OBJECTIVES

The Department of Tourism (PDOT) needs the services of a licensed transportation services provider based in the UK that can provide transport service required during the consumer's activation show in St David's Dewi, Cardiff, Wales.

Objectives:

- To ensure the timely and safe transport of DOT activation materials and equipment
- To ensure the safe transfer of PDOT London staff who will conduct/implement the said activity
- To ensure the smooth delivery of materials to and from St Davids Dewi Sant Mall, Cardiff, Wales
- To ensure a successful implementation of the LTP mall activation in Cardiff

III. CAPABILITY REQUIREMENTS

- Must be a London-based/ registered company
- Must have worked with the PE London, PDOT London or other PH government agencies in London
- 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
- Must be able to provide road-worthy transportation vehicles with properly licensed and experienced drivers

IV. DELIVERABLES/ REQUIRED SERVICES

DATE	EVENT	PERFORMANCES VENUE	REMARKS
August 21, 2025	Travel to Cardiff, Wales 5PM pick up from PDOT London	St David's Dewi Mall (outdoor)	Van 1 – pick up and drop off only of materials at the venue
August 22, 2025	Transportation service for the day	St David's Dewi Mall (outdoor)	Transfer for activation materials, booth animators and DOT local hire
August 23,2025	Transportation service for the day	St David's Dewi Mall (outdoor)	Transfer for activation materials, booth animators and DOT local hire

August 24, 2025	Transportation service for the day Travel back to London after the event	St David's Dewi Mall (outdoor)	Van 1- Pick up and drop off materials at PDOT London
August 25, 2025	Transportation service to pick up materials back to PDOT London	St David's Dewi Mall (outdoor)	Van 2 – transport DOT local hires from Cardiff to London

V. BUDGET

The budget for the above required services is £2,750.00.00 for 2 vans inclusive of all applicable taxes and other requirements.

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:


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 PDOT London