



December 01, 2023

REQUEST FOR QUOTATION

The Philippine Department of Tourism - London is inviting qualified companies/suppliers for Post-Fitur Roadshow/ Product Presentation in Barcelona Spain- Venue rental and catering services/food/equipment/conference package. This is in connection with the DOT's participation at the Feria Internacional De Turismo (FITUR) 2023.

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents on or before December 30 2023, to info@pdotlondon.co.uk, or jing@pdotlondon.co.uk.

Thank you and we look forward to receiving your proposals.

Sincerely yours,

GERARD O PANGA

Tourism Attaché

Philippine Department of Tourism - London



TERMS OF REFERENCE

I. EVENT/ PROJECT

POST-FITUR ROPADSHOW/ PRODUCT PRESENTATION IN BARCELONA, SPAIN – Venue rental and catering services / food /equipment/ conference package

II. BACKGROUND

The Philippines Department of Tourism (PDOT) London has been participating at the Feria Internacional De Turismo (FITUR), one of the largest business-to-business annual events for the travel industry for over the past two decades in Spain. It is one of the industry's vital platforms where exhibiting companies seek to gain a competitive advantage through establishing business partnerships, promoting key campaign messages and staying up-to-date with the latest travel developments.

As part of PDOT London's continued product development initiatives, we will organize/ conduct activities geared towards the further development/ enhancement of our markets, maximizing exposure during the travel and trade events through the conduct of product presentations/ roadshows in conjunction with the PDOT's participation in major events together with the private sector representatives.

The project will involve product and market updates and networking sessions with travel trade partners in Barcelona, Spain.

IV. EVENT DATE AND LOCATION

Date: January 23, 2023, 4:00 PM to 10:30 PM (venue use)

Venue: Selected hotel or event venue in Barcelona, Spain y

V. PURPOSE/OBJECTIVES:

To ensure maximum exposure and opportunity for the Philippine delegation to FITUR 2023 to engage not only the markets in Spain but also in Italy;

To highlight new projects and initiatives of the DOT under the new leadership;

To provide a venue for networking sessions and product presentations in Barcelona, Spain;

To highlight new tourism updates and developments and strategic directions

VI. SCOPE/DELIVERABLES

- Venue (hotel or event venue) that can accommodate the requested number of attendees. Venue should be provided with basic PA system (microphones and speakers), TV for the video presentation, projector with screen
- Lunch for 60 pax
- Servers/ waiters
- Meeting amenities (pens and pads, water, screen, flip chart and beamer).

The winning bid however shall be determined by the DOT London based on the proposal with most acceptable design and advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

VII. PROJECT OFFICERS/CONTACT

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Signed by:



GERARD O. PANGA
Tourism Attaché, PDOT London Office