



December 01 2023

REQUEST FOR QUOTATION

The Philippine Department of Tourism - London is inviting qualified suppliers/ companies for the technical rider (audio set) which will be used during the performances at the PH Booth in FITUR 2024 from January 24-28, 2023 in Madrid, Spain.

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents on or before December 08, 2023 info@pdotlondon.co.uk or jing@pdotlondon.co.uk.

Thank you and we look forward to receiving your proposals.

Sincerely yours,

Gerard Panga

GERARD O PANGA

Tourism Attaché

Philippine Department of Tourism - London



TERMS OF REFERENCE

Project Title : Provider/ supplier for Technical Rider (audio equipment) at the PH Booth During FITUR 2024
Job Specification : Supplier for Technical Rider (Audio Equipment)
Duration : January 24-28, 2024

I. BACKGROUND:

The Philippine Department of Tourism (DOT) will be participating in the Feria Internacional De Turismo (FITUR) 2024 from January 24-28, 2024.

II. PURPOSE / OBJECTIVES

The Department of Tourism (PDOT) needs the services of a supplier of technical rider at the Philippine Booth during the FITUR 2024, from January 24-28, 2024.

Objectives :

- To provide a dependable technical rider (audio equipment) which will be used during the entertainment/ performances at the PH Booth in FITUR 2024;
- To ensure the smooth and seamless conduct of entertainment/ performances at the PH Booth;
- To attract guests at the Philippine booth through interactive, and lively performances at the booth.

III. CAPABILITY REQUIREMENTS

- Must be a Spain-based/ registered company;
- Must have worked with the PE Madrid, PE London, or other PH government agencies in previous projects;
- Must be able to provide the requirements of PDOT London based on the detailed required services

IV. DELIVERABLES/ REQUIRED SERVICES

Technical Rider (Complete Audio set)

- 2 wireless mics with stand
- Keyboard: quarter jack
- XLR/mic cable
- 2 Floor monitor speakers (powered)
- 8 or more channels mixer
- Extension cord
- 4 Music/lyric stand

Service Dates

DATE	Event	PERFORMANCES VENUE
January 24, 2024	Whole day	At the PH booth
January 25, 2024	Whole day	At the PH booth
January 26, 2024	Whole day	At the PH booth
January 27, 2024	Whole day	At the PH booth
January 28, 2024	Whole day	At the PH booth

V. BUDGET

The budget for the above required services is Euros1,560 inclusive of all applicable taxes and other requirements of the performing group (license, transfers).

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:



GERARD O. PANGA

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