

November 10, 2021

REQUEST FOR QUOTATION

The Philippine Department of Tourism - London is inviting qualified companies/suppliers for the printing of PH brochures (Spanish brochures) which will be used for PH marketing activities in Spain.

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents on or before November 17, 2021 to proposals@itsmorefuninthephilippines.co.uk or kat@itsmorefuninthephilippines.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

Project Title : Printing of PH Brochure in Spanish Language
Job Specification : Provider/ supplier for Brochure Printing in Spanish Language
Duration : 2021-2022

I. BACKGROUND:

The Philippine Department of Tourism (DOT) will be undertaking the printing of PH Tourism Brochures in Spanish language which will be used for the conduct of marketing and promotional activities in Spain.

II. PURPOSE / OBJECTIVES

The Department of Tourism (PDOT) needs the services of a printing company or supplier engaged with printing services in Spain.

Objectives :

- To provide promotional materials in Spanish language that will be used during the conduct of trade and consumer fairs in Spain
- To ensure that the information about the Philippines are properly disseminated through brochures printed in the local language
- To provide support to local travel trade partners by providing PH Tourism Brochures in the local language

III. CAPABILITY REQUIREMENTS

- Must be Italy-based/ and have the capacity to print promotional materials/ brochures
- Must be a legitimate company registered in Spain
- Must have experience in the printing industry
- Must be willing to provide the required services on a send-bill arrangement
- Must be well-versed both in English and Spanish languages

IV. DELIVERABLES/ REQUIRED SERVICES

**14.000 Brochures

*2.000 Brochures (SUMMARY DESTINATIONS) closed size 22x22, 64 pages, printed in 4/4 inks on 150 g/matt coated paper paper and saddle-stitched binding with two staples. stapled binding with two staples

*1.000*12 = 12.000 Destination brochures TRIPTYCHES in open size 44'5x21'2 (closed) open 44'5x21'2 (closed 14'8x21) printed 4/4 on 170 g matt coated paper, folded 170 gr, folded (12 modelsx 1000)

*Batanes Laoag & Vigan brochures

*Bicol brochures

*Boracay brochures

*Calabarzon brochures

*Cebu & Bohol brochures

*The Cordilleras brochures

*Davao & Camiguin brochures

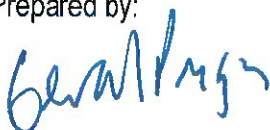
Leyte & Samar brochures *Iloilo & Negros Occidental brochures * Metro Manila brochures *Palawan brochures *Siargao brochures
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V. BUDGET

The budget for the above required services is Euros5,994.82 to cover all expenses including taxes

The winning quotations/ proposals 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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