



December 10, 2021

## REQUEST FOR QUOTATION

The Philippine Department of Tourism - London is inviting qualified companies/ suppliers to send quotations for the printing of PH tourism brochures in Italian language which will be used for marketing and promotional activities in Italy.

Attached for your guidance is the detailed Terms of Reference.

Please submit your proposal and required supporting documents on or before December 17, 2021 to [proposals@itsmorefuninthephilippines.co.uk](mailto:proposals@itsmorefuninthephilippines.co.uk) or [kat@itsmorefuninthephilippines.co.uk](mailto:kat@itsmorefuninthephilippines.co.uk).

Thank you and we look forward to receiving your proposals.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Gerard O Panga".

**GERARD O PANGA**

Tourism Attaché

Philippine Department of Tourism - London



## TERMS OF REFERENCE

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

### I. BACKGROUND:

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

### II. PURPOSE / OBJECTIVES

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

Objectives :

- To provide promotional materials in Spanish language that will be used during the conduct of trade and consumer fairs in Italy
- 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 Italy
- 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 Italian languages

### IV. DELIVERABLES/ REQUIRED SERVICES

Printing of PH Brochures in Italian Language	
MAPS FORMAT CM 29,7X42	2,000
FOUR COLOR ON BOTH LAT - USED PAPER GR 120 EXTENDED YIELDS	
60 PAGES BROCHURE + PRINTED COVER IN FOUR-COLOURED - INTERNAL PATINATED FROM GR 150 E 300 GR COVER - BOUND WITH STAPLES METALLIC	3,000
3 LEAVES CLOSED SIZE CM 15X21	24,000

OPEN 45X21 - PRINTED IN FOUR COLOR ON BOTH SIDES ON 135 GR COATED PAPER - BEND 2600 X 8 TYPES	
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TRANSPORT EXCLUDED

FILES READY TO PRINT

## **V. BUDGET**

The budget for the above required services is Euros12,800.00 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:



**GERARD O. PANGA**

Tourism Attaché

Philippine Department of Tourism-London