



March 25, 2022

REQUEST FOR QUOTATION

The Philippine Department of Tourism Korea (PDOT-Korea) is inviting 5-star hotels to submit **quotation for banquet/venue rental package** for its events during the official visit of the Secretary of Tourism on 28 March to 03 April 2022. Events include Media briefing and Travel Trade Meeting with the Secretary of Tourism, top level meetings with tour operators and one-on-one media interviews.

Please send us a quotation for banquet/venue rental package, based on the following events details and requirements::

1. Date: March 30, 2022

Venue: 1 Ballroom Full-day use including preparations (9 am -7 pm)

- 12:00-14:00 media briefing
- 16:00-17:30 travel trade meeting

Banquet:

- Morning: Media Briefing
coffee break for 55 pax & steak course menu & soft drink for 55 pax
- Afternoon: Travel trade meeting
coffee break for 70 pax & sandwich menu & soft drink for 70 pax
- With arrangement for the centerpiece flowers on each table (10 tables)

2. Date: March 29, 2022

1 meeting room - full day / 3 meetings for 10 pax each meeting with snacks

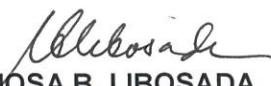
3. Date: March 31, 2022

1 meeting room - full day / 3 meetings for 10 pax each meeting with snacks

Note: Payment shall be made after the service is rendered
Please advise us of the deadline to finalize the booking

Interested companies may submit quotations based on the above requirements on or before March 28, 2022, 5:00 pm to:

Director Maria Corazon Jorda-Apo
Philippine Department of Tourism-Korea
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Jung-gu, Seoul 04533 Korea
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Email: natasha@philippinetourism.co.kr and lily@philippinetourism.co.kr


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