




June 27, 2023

REQUEST FOR QUOTATION

The Philippine Department of Tourism-Korea is in need of the services of a well-experienced company based in Korea engaged in corporate giveaways design and production for the additional Bisita, Be My Guest promotional giveaways.

Interested companies may submit quotations following the attached Terms of Reference on June 28, 2023, 12:00 pm to:

Philippine Department of Tourism-Korea
Suite 801, President Hotel, Euljiro1-ga
Jung-gu, Seoul 04533 Korea
Tel no: (02) 598-2290 Fax: (02) 318-0520
Email: jake@philippinetourism.co.kr and lily@philippinetourism.co.kr


MARIA CORAZON JORDA-APO
Tourism Director
PDOT-Korea

TERMS OF REFERENCE

I. PROJECT TITLE: PRODUCTION OF BISITA, BE MY GUEST PROMOTIONAL GIVEAWAYS

VENUE: SEOUL, SOUTH KOREA

II. SCOPE OF WORK / DELIVERABLES

The Philippine Department of Tourism-Korea is in need of the services of a well-experienced company based in Korea engaged in corporate giveaways design and production of additional Bisita, Be My Guest promotional giveaways.

Following are the deliverables and specifications required by the Philippine Department of Tourism:

1. Printing, and production of BBMG promotional giveaways.

Key-ring - 400pcs (3cm x 6cm)

Luggage tag - 400pcs (11cm x 6cm)

*Please see attached mock-up designs

Note: The creatives to be used will be subject to PDOT-Korea's approval prior to final preparation and production.

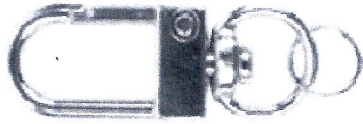
III. TIME FRAME / SCHEDULE

Schedule: All interested parties to follow the schedule below:

June 28, 2023 (12:00pm)	- Deadline of submission of quotation
June 28, 2023	- Review and approval of quotation
	- Notice of Award
	- Notice to Proceed
June 30, 2023	- Target delivery date

IV. BUDGET

The total budget allocation is KRW 3,000,000 inclusive of taxes.



Key-ring
3cm x 6cm

Luggage Tag
11cm x 6cm

