



April 22, 2021

INVITATION FOR PROPOSALS

The Philippine Department of Tourism-Korea is in need of the services of a well-experienced company based in Korea engaged in indoor/outdoor graphic design and set up for the replacement of Philippine Showroom graphic displays.

Interested companies may submit proposal and quotation following the attached Terms of Reference on April 28, 2021, 5:00 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: PHILIPPINE SHOWROOM INDOOR/OUTDOOR GRAPHIC DISPLAY REPLACEMENT

DATE: MAY 2021

VENUE: PHILIPPINE SHOWROOM

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 indoor/outdoor graphic design and set up for the replacement of Philippine Showroom graphic displays.

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

1. Design, printing, supervision and installation of outdoor graphic display (3 panels) in full color.

Window Panel 1 - Duratrans Lighting Graphic (1.8m x 2.4m)

Door Panel - Glass door Graphic

Print

- 0.5M x 1.8M = 1 pc
- 0.3M x 2.35M = 2 pcs
- 1.75M x 2.35M = 1 pc

Sticker

- 0.4M x 1.2M = 1 pc
- 1.4M x 0.3M = 1 pc

Window Panel 2 - Duratrans Lighting Graphic (2.5m x 2.35m)

2. DOT Logo - Acrylic DOT Logo (0.4m x 0.4m)

3. TPB Logo - Acrylic TPB Logo (0.7m x 0.25m)

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

III. TIME FRAME / SCHEDULE

Schedule: All interested parties to submit working design drawings and cost following the schedule below:

April 28, 2021 (5:00 pm)	- Deadline of submission of proposal and quotation
April 28 - 30, 2021	- Review and approval of proposal
To be confirmed	- Award of contract
To be confirmed	- Target date of setup and turnover

IV. BUDGET

Total budget allocation is KRW 5,000,000