

TECHNICAL SPECIFICATIONS

PROVISION OF PHILIPPINE TRAVEL EXCHANGE (PHITEX) 2024 TRAVEX AND PEPTALK GIVEAWAYS

I. BACKGROUND

Philippine Travel Exchange (PHITEX) stands as the country's foremost government-organized travel trade event, with a legacy dating back to its establishment in 1996. The event attracts esteemed qualified buyers from around the globe, affording them the opportunity to engage in meaningful table-top business appointments with distinguished Philippine sellers. Moreover, it enables participants to experience the allure of various Philippine tourism destinations through pre- and post-event tours, all with the overarching goal of bolstering tourist arrivals in the Philippines.

Over the years, PHITEX has emerged as a pivotal annual marketing occasion that strengthens the Philippines' brand image and fosters a spirit of collaboration among participants in promoting affordable and competitive tourism packages.

A major component of PHITEX is the PHITEX Educational Program (PEP) Talk which precludes TRAVEX and offers talks and discussions relevant and vital to the travel and hospitality industry. The theme for this year's PEP Talk is "*Journey Together: Collaboration for Tourism Innovation*".

II. OBJECTIVES

A. TRAVEX

- Invite a maximum of 80 international buyers from TPB markets and 80 Philippine seller companies to participate in the event.
- Provide a venue for foreign buyers of travel products to discuss business with Philippine tourism suppliers with possibility of securing booking on-site or at least business leads;
- Communicate to the global market that tourism in the Philippines is safe and is flourishing with its new and improved product offerings; and
- Entice buyers to include the Philippines in their tour programs or expand their existing tour programs of the country.

B. PEP TALK

- Deliver updated trends relating to the Collaboration in the Tourism Industry;
- Invite at least 300 attendees to the educational seminars.

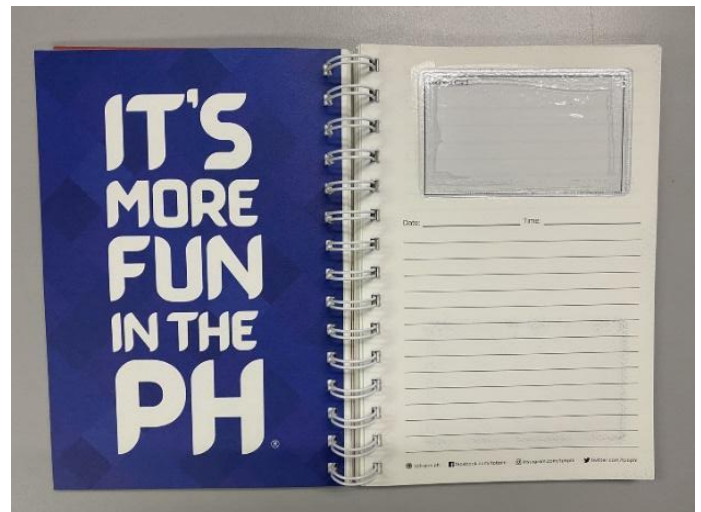
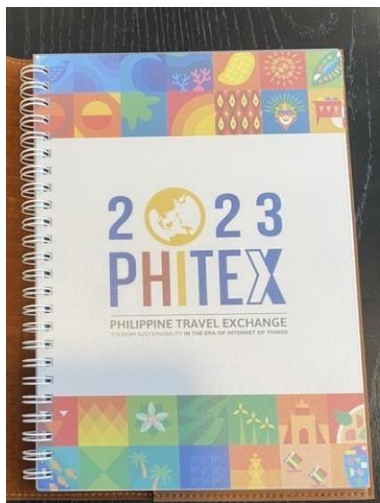
III. SCOPE OF WORK/SERVICES

A. TRAVEX

1. APPOINTMENT NOTEBOOKS WITH CARD HOLDERS

- Size:
 - Cover folded: 13.50 cm (w) x 19.50 cm (h)
 - inside: 13.50 cm (w) x 19.50 cm (h)
 - Card plastic holder: 9.00 cm x 6.30 cm
- Color Requirement:
 - Cover: Acrylic or any similar alternative (for approval of TPB), no printing (front & back cover)
 - Inside: 40 leaves, 1 color both sides
 - Breaker: 5 leaves – divider, full color both sides (Graphics will be provided by TPB)
- Material Preference:
 - Cover: Acrylic or any similar alternative (for approval of TPB), no printing (front & back cover)
 - Inside pages: Rives Tradition ultra-white 100 gsm
 - Breaker: Rives Tradition ultra-white 170 gsm
 - Bus. cardholder: Card plastic holder (should be pasted in all inside pages, top & bottom alternate)
- Printing: Offset printing
- Quantity: 250 pcs

Sample Photos:



2. BALLPENS

- Size: 1.00-1.10 cm dia x 5.5'H
- Material: Metal, Plastic and Rubber
- Print Process: Direct to Film (DTF) / Rubber Printing
- Mechanism: Retractable type
- Tip: Metal cover
- Ink : Black
- Clip: Silver
- Weight: 0.5g
- Quantity: 600 pcs
- Graphics will be provided by TPB

Sample Photo (actual sample to be provided by TPB):



B. PEPTALK

1. REVERSIBLE CONFERENCE/CANVAS TOTE BAGS

SPECIFICATION	DESCRIPTION
Quantity	350 pcs Yellow: 89 pcs Blue: 87 pcs Black: 87 pcs Green: 87 pcs
Size	a. Bag size:40cm x 36cm x 4cm (base)

	b. Bag strap length and width: 60cm x 5cm
Material Preference	c. Bag size: canvas; cotton linen d. Bag strap: cotton twill tape or nylon & polyester grosgrain webbing
Color Requirement	Full requirement
Printing Process	Dual design (1 plain color and 1 printed design) Offset or digital printing (4 plain colors & 4 printed designs) * printed design to be provided by TPB

Tote Bag with black handle (Mustard yellow, Royal blue, Black, Green)



20.88 cm

PHILIPPINES 3.50 cm

*tone to tone print

Reverse side with icon print



Side B



19.43 cm

TPBPHL 5.50 cm
TOURISM PROMOTIONS BOARD PHILIPPINES

*colored print

** Design for the reverse side with icon print will be the PEPTALK design to be provided by TPB MARCOM Department*

2. BAMBOO NOTEBOOKS WITH BLACK PEN WITH GARTER

SPECIFICATION	DESCRIPTION
Quantity	350 pcs
Size	14 x 18cm (cover)
Material Preference	Bamboo 70 lined sheets Color: as shown in the photo Cover: PEP Talk logo printed in UV DTF sticker (TPB to submit design; actual sample of UV DTF available % Ms. Gemma Isic)



IV. PROJECT IMPLEMENTATION SCHEDULE

Target Delivery Date: On or before 21 August 2024

Place of Delivery: TPB Office

Date of Implementation: 03-05 September 2024

V. QUALIFICATION OF BIDDERS

- A. Must be a duly registered Philippine company engaged in the production of corporate giveaways;
- B. Must be in operation for at least three (3) years; and
- C. Prospective bidders to submit an actual sample material of the above-mentioned requirements together with the bid proposal

VI. APPROVED BUDGET FOR THE CONTRACT (ABC)

The Approved Budget for the Contract (ABC) is **FOUR HUNDRED FIFTEEN THOUSAND PESOS ONLY (PHP 415,000.00)** inclusive of service charge and all applicable taxes. The cost of items in the bid should be broken down. The winning bid shall be determined based on the quality of the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above-mentioned approved budget.

VII. TERMS OF PAYMENT

Send bill arrangement to the TOURISM PROMOTIONS BOARD PHILIPPINES after the full completion of requirements. One-time engagement and payment will be based on actual cost and will be paid thirty (30) days upon the receipt of the Statement of Account (SOA) or Billing.

CARMELA JOY A. FEBRIO

Project Manager

Philippine Travel Exchange (PHITEX) 2023

6/F, Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City

The supplier must have a Landbank account. Payment will be made through LBP bank deposit. In case the supplier does not have a Landbank account, bank charges will be shouldered by the supplier.

VIII. CONTRACT DURATION

The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.

IX. PROJECT OFFICERS CONTACT INFORMATION

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