

TECHNICAL SPECIFICATIONS
PROCUREMENT OF SERVICE OF TRAVEL AND TOUR OPERATOR
HOSTING OF PHILIPPINE NIGHT
IN PREPARATION TO THE HOSTING OF THE ASEAN TOURISM FORUM 2026
19 January 2025 | Johor Bahru, Malaysia

PROVISION OF VENUE AND MEALS

I. Background and Rationale

The Philippines will be hosting the ASEAN Tourism Forum on 2026. The ASEAN Tourism Forum (ATF) is the biggest and most important travel and tourism event in the ASEAN region since 1981. The hosting of the annual event is being rotated among the ten (10) ASEAN Member States (AMS) to provide an opportunity for the National Tourism Organizations (NTOs) to showcase their new destinations, products, and services to the global community.

In line with this, the Philippines will be hosting the Philippine Night on 19 January 2025 in Johor Bahru, Malaysia to officially invite the ASEAN Member States to participate in the ASEAN Tourism Forum 2026 in the Philippines.

II. Objective

As a member of the ASEAN National Tourism Organizations (ASEAN NTOs), the Department of Tourism is mandated to represent the Philippines in the ASEAN Tourism Cooperation meetings and as the next host of ATF 2026.

III. Requirements

The Department through the Office of Tourism Development Planning, Research and Information Management – Policy Formulation and International Cooperation Division (OTDPRIM-PFICD) would like to request the procurement of a DOT-accredited travel and tour operator to provide the requirements of venue and meals during the hosting of the Philippine Night on 19 January 2025 in Johor Bahru, Malaysia.

Requirements for the venue and meals:

Title of Event:	Philippine Night of the Department of Tourism
Date of Event:	19 January 2025
Official Venue:	Johor Bahru, Malaysia
Time:	7:30 PM to 9:30 PM
Capacity:	To accommodate 150 pax
Venue Set-Up:	Banquet Style
Inclusion:	Buffet Dinner highlighting Filipino Cuisine, with drinks

IV. Budget

The allocated budget for the service of a DOT-accredited travel and tour operator amounting to One Million Pesos (Php1,000,000.00) is chargeable against OTDPRIM GAA Fund FY 2025, inclusive of all applicable taxes, government procedure, and send bill arrangement.

V. Contact Person:



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