



REQUEST FOR QUOTATION

The Philippine Consulate General in Frankfurt, Germany invites qualified professional providers to submit service/price quotation for digital platform development and content production services for the Consulate General's cultural events.

Name of Project	:	Engagement of digital platform development and content production services for Frankfurt PCG's cultural events
Specifications	:	Please see attached "Annex A"
Approved Budget	:	Two Thousand Seven Hundred Euros (EUR 2,700.00)

Quotations/Proposals received in excess of the Approved Budget shall be automatically rejected.

Open quotations/proposals may be submitted in person at the Consulate's address or through email at frankfurt.pcg@dfa.govph. The deadline for submission of quotations/proposals is **on or before, Thursday, 05 February 2026**.

Interested bidders may submit their price quotation using the attached sample ("Annex B").

The Consulate reserves the right to accept or reject any quotation, to annul the proposal process, and to reject all quotations/proposals at any time prior to contract award without thereby incurring any liability to the affected supplier/suppliers.

For inquiries, please send an email to Consulate's official email address, attention to the Bids and Awards Committee Secretariat.

signed

RAISA A. MABAYO

End-User Representative

Philippine Consulate General, Frankfurt, Germany

29 January 2026



TERMS AND CONDITIONS

Engagement of Digital Platform Development and Content Production Services for Cultural Events

I. RATIONALE

The Philippine Consulate General in Frankfurt continues to implement cultural and economic diplomacy initiatives that promote Philippine products, creativity, and community engagement in Germany. While these efforts contribute to sustaining the momentum generated by the Philippines' role as Guest of Honour at the 2025 Frankfurt Book Fair, the primary focus of the current initiative is the promotion of ube and other Filipino products as accessible cultural and economic entry points for wider German and international audiences.

Ube Fiesta has evolved into a key platform for this objective. As a large, public-facing event engaging both the Filipino community and non-Filipino audiences, it is essential that its digital presence, visual identity, and public-facing content reflect a high standard of professionalism, coherence, and cultural sensitivity. The event is not only a celebration, but a platform for showcasing Philippine MSMEs, culture, and creative industries, making the quality of its digital representation critical.

To support this, the Consulate intends to engage professional services to provide web design, development, maintenance, and digital social media and web content production services for Ube Fiesta and related promotional activities from February to July 2026.

II. OBJECTIVES

The engagement aims to:

- Develop and maintain a professional, cohesive, and visually strong digital presence for Ube Fiesta as a cultural and economic diplomacy platform;
- Produce high-quality digital content that promotes ube and other Filipino products while presenting Philippine culture in a contemporary, accessible manner;
- Strengthen audience reach and engagement among Filipino communities in Germany and non-Filipino audiences;
- Support the Consulate's broader cultural promotion efforts, including sustaining interest following the Philippines' Guest of Honour participation at the Frankfurt Book Fair.

III. SCOPE OF WORK

The service provider shall undertake the following:

A. Web Design, Development, and Maintenance



- Design and/or refine the official Ube Fiesta website (ubefiesta.org) to ensure a clean, user-friendly, and visually appealing interface aligned with the event's branding and objectives;
- Ensure the website effectively communicates event information, vendor participation, cultural context, and updates;
- Maintain the website during the engagement period, including updates, minor revisions, and troubleshooting as required.

B. Digital Content Production

- Produce original digital content (photo, video, and visual assets) promoting Ube Fiesta, ube as a cultural and economic product, and selected Filipino MSMEs and cultural elements, for social media and web;
- Ensure content quality supports the image of Ube Fiesta as a credible, inclusive, and well-curated platform;
- Adapt content for social media platforms, including Facebook and Instagram, as appropriate.

C. Campaign Implementation

- Execute digital campaigns based on concepts and messaging developed by the Philippine Consulate General in Frankfurt;
- Coordinate closely with the Consulate to ensure alignment with approved narratives, tone, and institutional standards;
- Submit all content drafts for review, feedback, and clearance prior to publication.

The indicative timeline of deliverables is as follows:

Timeline	Deliverables
Start of engagement	<ol style="list-style-type: none"> 1. Website Development (Initial) 2. Ube Fiesta Launch and Info Content 3. Agreement on social media campaign for the Ube Fiesta 2026
Mid-engagement period	<ol style="list-style-type: none"> 1. Website Development (Updates) 2. Ube Fiesta Stories 3. Ube-related content series
Latter part / completion of engagement	<ol style="list-style-type: none"> 1. Ube Fiesta Stories (Additional Content) 2. Ube-related content series (Additional Content) 3. Ube-related content (German audience perspective) 4. Website Development (Finalization) 5. Turnover of Outputs



IV. PERIOD OF ENGAGEMENT

The period of engagement shall cover **February to July 2026**. To maximize project impact, the Philippine Consulate General in Frankfurt may, at its discretion, request limited post-event support beyond the engagement period. Any such support shall be subject to mutual agreement, availability of funds, and compliance with applicable government rules and regulations, and shall be limited to a maximum of one (1) month.

V. INSTITUTIONAL ARRANGEMENT

The **Philippine Consulate General in Frankfurt** shall serve as the lead coordinating body and primary point of contact. The professional / service provider shall coordinate with designated Consulate personnel for approvals, guidance, and updates.

VI. BUDGET FOR THE CONTRACT

The budget for the contract shall not exceed **Two Thousand Seven Hundred Euros (EUR 2,700.00)**, payable subject to existing accounting and auditing rules and regulations.

VII. QUALIFICATIONS OF THE SERVICE PROVIDER

The service provider must:

- Demonstrate experience in web design, digital content creation, and platform maintenance;
- Have proven capability in producing visually engaging and audience-appropriate content;
- Possess strong familiarity with Filipino culture and community contexts;
- Be able to work independently while adhering to institutional requirements, timelines, and approval processes.

VIII. PRICE QUOTATION

The cost of the services shall be quoted in Euro, inclusive of all taxes and other lawful charges.

IX. EVALUATION PROCESS

The Project shall be awarded to the lowest priced, acceptable, and responsive quotation/offer.



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
Generalkonsulat der Republik der Philippinen, Frankfurt



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X. TERMS OF PAYMENT

Payment shall be made after complete delivery and inspection of the materials and work and upon receipt of the invoice by the Finance Section of the Consulate, or as may be agreed between the company/service provider and the Consulate.



Annex B

PRICE QUOTATION FORM

[DATE]

PHILIPPINE CONSULATE GENERAL

WestendCarree, Grüneburgweg 16-18 1st Floor
60322 Frankfurt Am Main, Germany

Sir/Madam,

After having carefully read and accepted the general conditions, I/We quote on the item/s at price/s noted below (in the Request for Quotation), hereunder is our quotation/s for the item/s as follows:

Quantity	Unit	Particulars	Unit Price (EUR)	Total Price (EUR)
1	Lot			

(Amount in words)

The above-quoted prices are inclusive of all costs, including all taxes and other lawful charges (including delivery), and I/We undertake to perform said at

Very truly yours,

Name of Company

Printed Name and Signature

Contact details