

HOW TO BE A



SUPPLIER

SUBMIT APPLICATION REQUIREMENTS

STEP

01

Submit the following application requirements to Go Lokal! Project Officers:

- a. **Form A**- Signed Application/Contract Form
- b. **Form B**- Product Information Sheet/s with Product Shot/s (one information sheet per product/variant)
- c. **Product Sample/s** with attached **Form D: Delivery Form***
- d. Photocopy of BIR Forms 2303 and 0605, Official Receipt or Cash/Sales Invoice
- e. Business Registration (i.e. FDA, DTI/SEC/CDA, BPLO)

! ***Important: Please send 6-12 pcs. product samples from your new existing line to the Go Lokal! Concept Store at the G/F DTI Building, 361 Sen. Gil Puyat Ave., 1200 Makati City, Philippines for mock-up viewing.**

STEP

02

SCREENING AND APPROVAL OF APPLICATION REQUIREMENTS

- Submitted application requirements will be screened and be subject for approval by the Go Lokal! Project Management Team.

STEP

03

DISPLAY OF PRODUCTS AT THE DTI GO LOKAL! CONCEPT STORE

COMPANIES WITH APPROVED APPLICATIONS:

- Submitted product samples will be automatically displayed at the DTI Go Lokal! Concept Store and will be either open for retail selling or order taking, upon the advice of the companies.
- Companies will also have the option to work with the contracted Product Specialists for product development activities.

For disapproved applications proceed to Step 4.

STEP

04

PRODUCT DEVELOPMENT SESSIONS WITH PRODUCT SPECIALISTS

COMPANIES WITH DISAPPROVED APPLICATIONS:

- Companies are encouraged to undergo free intensive product development for free to produce new and fresh lines exclusive for Go Lokal! and its Retail Partners.
- Willing companies will sign a Product Development Commitment Form before sessions commence.

! **Note: If a company is unwilling to undergo product development activities, the application of the company to the program will be voided automatically.**

STEP

05

BE A REGULAR GO LOKAL! SUPPLIER

Once officially enrolled to the program, Go Lokal! Suppliers may have:

- ✓ A chance to be a regular supplier of established Go Lokal! Retail Partners (i.e. SM, Robinsons, CityMall);
- ✓ Access to Go Lokal! year-long promotional events;
- ✓ Access to Go Lokal! marketing platforms.