

Reference No. TPB/RFQ2015-0375

REQUEST FOR PROPOSAL

The **Tourism Promotions Board (TPB)**, thru the Bids & Awards Committee (BAC), invites interested bidders to submit proposals for the hereunder project:

**Project: HEALING AND WELL BEING FAMILIARIZATION TOUR
FOR KOREA MEDIA , Lipa City Batangas
14 - 16 August 2015**

TERMS OF REFERENCE

I. BACKGROUND:

In line with its goal of leveraging the “2015 Visit the Philippine Year,” the Department of Tourism Korea and Tourism Promotions Board have been conducting familiarization trips to promote the attractions of traveling in the Philippines.

To strengthen TPB and DOT Korea’s effort to increase awareness and attract more Korean travelers to visit the Philippines for the summer peak season, DOT Korea will host a group of media to a fam tour of the Philippines on 13-17 August 2015 under the theme of “Healing and Well-being in the Philippines.” Participants to this project will be members of mainstream media such as Jung-Ang Ilbo, Naeil Shinmum, Sports Seoul, Money Today to name a few.

II. PURPOSE/OBJECTIVES:

Through this activity, the following objectives will be met:

1. To revitalize Manila and Environs as a destination and position it as a health and wellness destination for young generations and family travelers
2. To expose the various tourism themes of the Philippines in anticipation of the peak summer season in Korea and entice Korean travelers to visit the Philippines

3. To promote “hot” Philippine destinations by underscoring the charms and attractions of the Philippines according to recent trends
4. To positively promote the safety of our destinations at the same time experience holistic and stunning activities such as therapeutic spa, yoga/aerobics training, fabulous lunch/dinner

III. SCOPE OF WORK/DELIVERABLES:

1. A wellness property located in Lipa City, Batangas
2. A wellness property that can provide 50% discount on accommodation charges
3. A wellness property that can provide discounts on spa treatment
4. A wellness property that can host dinner for the group at their property
5. A wellness property with a suite of masterful design with a tropical modern style appointed with 12-foot high interiors and spacious semi-private garden and lanais.
6. A wellness property that has a suite which is 39 square meters with two (2) twin sharing bed, provided with indoor baths and open-air showers, and offers the following room facilities and amenities:
 - Air conditioning
 - International in house SAT TV with USB port & DVD Player, upon request
 - iPad Docking Station, upon request
 - Wifi Connection
 - In-room safety deposit box
 - Handmade Bath amenities: coconut soaps, lemongrass, sea salt & coconut oil body polish, and virgin coconut oil produced from The Farm’s organic coconut plantation. Shampoo & hair conditioner.
 - Hairdryer
 - Bathrobes and slippers
 - Complimentary pure “Love and Thanks” drinking water
 - Hot Water Kettle & Herbal Teas
 - Fresh Seasonal fruit selection upon arrival

7. A wellness property that owns a comfortably appointed indoor lounges and special outdoor private areas located throughout the landscaped gardens for meditation, reading, relaxing and communing with nature.

8. A wellness property that extends the following holistic activities to its guests:

- Yoga
- Aqua Yoga
- Silent Meditation
- Tropical Bushwalk
- Fun Run
- Mandala Floral Arranging
- The Art of Coconut Tree Climbing
- Power Walking
- North Park Garden Tour
- Oil of Life Tour

IV. ACCOMMODATION REQUIREMENTS:

1. 6 Single Rooms
2. 1 Twin Sharing Room

V. TIME FRAME AND SCHEDULE OF WORK:

Check In: August 14

Check Out: August 16

Day 1: August 14

- Hosted dinner at the property

Day 2: August 15

- SPA, YOGA and Wellness Activities
- Photo shoot

Day 3: August 16

- Photo shoot

VI. TECHNICAL / LEGAL ELIGIBILITY DOCUMENTS:

1. DTI Business Registration/SEC Certificate
2. Mayor's Permit or License to Operate
3. BIR Registration with TIN
4. PhilGEPS Certificate
5. Company Profile

APPROVED BUDGET FOR THE CONTRACT (ABC):

Approved budget for the contract is Php91,000.00 inclusive of all applicable taxes.

Bids exceeding the budget shall be disqualified.

<p>For particulars please contact: Ms. Anjella Calzado International Department, North Asia Division Tel No: 5259318 loc. 265</p>

INSTRUCTION TO BIDDERS:

Please submit your legal eligibility documents and financial proposals thru email, fax at 526-5971, personally or thru mail addressed to the Procurement and General Services Division, to be submitted on or before 30 July 2015, 10:00 A.M. c/o Roselle D. Romero, Administrative Department, TPB, 4th Floor Legaspi Towers 300 Roxas Boulevard, Manila (tel. no. 525-9318 loc. 246/214).

21 July 2015

NILO C. ABON

Officer – In – Charge

Procurement and General Services Division

