

9 August 2018

**REQUEST FOR QUOTATION**

The **TOURISM PROMOTIONS BOARD** invites you to submit quotations for the item/s listed below;

**Quotation No. TPB-PR 2018.08.455**

**Requirements : Services of a Tour Operator**

**Project Title : Product Update and Inventory in Samar and Leyte**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount(PhP)
1 lot	<p>Services of a Tour Operator</p> <p>Date: 19-23 August 2018 Destinations: Samar and Leyte</p> <p>A. ACCOMMODATION WITH BREAKFAST 19-20 August / Kuting Resort Twenty-two (22) Twin Deluxe Rooms 20-21 August / Sabin Resort, Ormoc Twenty (20) Twin-Sharing Executive and Premiere Rooms 21-23 August Oriental Hotel or Robinsons' Summit, Tacloban Twenty-two (22) Twin Deluxe Rooms</p> <p>B. TRANSPORTATION One (1) Tourist Bus (can accommodate 40-50 pax) One (1) Back-up Van (Grandia 2015 model) Ferry Boat Transfers (please see attached Itinerary)</p> <p>C. TOUR ACTIVITIES for 35-40 PAX Torpedo Boat Ride Package Sohoton Tour Package Cruise Tour Package Kalanggaman Island Tour Limasawa Tour</p> <p>Snorkelling for 35 pax Basic Diving at Padre Burgos for 20 pax</p>	850,000.00	850,000.00

	<p>D. TOUR GUIDES  Regional Tour Guide (Php3,000.00 X 2pax X 2 days)  Community Guide in Visayas State University (2pax)  Community Guide in Palompon (2pax)  Community Guide for Torpedo Boat Ride (Php1,000 x 3 pax)</p> <p>E. MEALS  19 August  Lunch at Pagapat Restaurant (35-40pax)  Welcome Dinner at Resort (35-40pax)  20 August  Buffet Lunch at Visayas State University  Networking Night at Sabin Resort Inclusive of Venue Rental (dinner for 50pax)  21 August  Boodle Fight in Kalanggaman Island (40pax)  Dinner at Oriental Hotel (40pax)  22 August  Lunch at Deni River Area (40-45pax)  Networking Dinner at Robinson’s Summit with venue rental for 60 pax)  23 August  Lunch at Basey, Samar  AM/PM snack from 19-23 August</p> <p>F. ONSITE MISCELLANEOUS EXPENSES  (entrance fees, environmental fees, terminal fees, giveaways for media, prepaid load for TPB/DOT working committee)</p> <p><b><i>The proposal shall include budget breakdown of the tour components</i></b></p> <p>Please see attached Terms of Reference and itinerary for details.</p>		
Terms	30 days upon receipt of invoice		
Delivery	As stated		
ABC	Php850,000.00 inclusive of service charge and all applicable taxes		

Please submit your **quotation and legal documents in a sealed envelope** not later than **15 August 2018, 12:00PM**, subject to the Terms and Conditions stated herewith and the shortest time of delivery, duly signed by your representative to the Procurement and General Services Division, Administrative Department, 4th Floor, Legaspi Towers 300, Roxas Blvd., Manila, addressed to the undersigned.

Thank you very much.

(Sgd.)

**NILO C. ABON**

Officer- In- Charge

Procurement and General Services Division

Contact Person

JANET G. VILLAFRANCA

Contact No

5259318 loc. 246 / 5257312

**Note: All entries must be typewritten in your company letterhead.**

Price Validity shall be for a period of thirty (30) calendar days.

New Suppliers must submit the following legal documents to be eligible to participate in the bidding:

1. PhilGEPS Registration Number
2. Mayor/Business Permit Certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement
5. Company Profile