

TOUR OPERATOR SERVICES

ENTACool..2018 Baguio Creative Festival under the Program – Tourism Marketing Educational Seminar

TERMS OF REFERENCE

I. Background:

In order for TPB to successfully implement an integrated domestic and international promotions and marketing programs for the Department, the public and private sector should have up-to-date knowledge and enhanced understanding of the tourism trends and strategies/approaches in increasing the marketability of tourism destinations in order to achieve global competitiveness. There is a need to conduct tourism marketing educational seminars regularly to increase awareness and knowledge on tourism global trends and new marketing approach to increase travel domestically as well as attract more foreign visitors to the Philippines.

The implementation of tourism marketing educational programs are geared towards achieving global competitiveness and travel excellence targeting Local Government Units (LGUs), tourism stakeholders and alliances specifically in provinces, cities, and municipalities nationwide.

With Baguio's designation as a UNESCO Creative City, DOT-CAR through its REV-BLOOM Campaign of REVIVING iconic features and events, in collaboration with Tourism Promotions Board proposes to initiate with the end-in-view of institutionalizing the once renowned Baguio arts scene, riding on the UNESCO Creative city status to fulfill the commitment. The Baguio Arts and Creative Festival shall be staged this time in a grander, bigger and ambitious setting befitting a Creative City. This event will not only cater to the local art scene but will also be implemented at an international level. This convergence of Baguio's creative community with national and international art players shall become a learning exposure for both parties which will be a win-win situation in the objective to expose Baguio City's creative outputs in the grander international scene. The aim is to showcase local talent as well as to increase and emphasize the importance of the creative industry as an economic driver adopting a viable urban agenda for sustainable social growth.

II. Specifications

IN THE AMOUNT OF **TWO HUNDRED SEVENTY THOUSAND PESOS (PhP 270,000.00), INCLUSIVE OF APPLICABLE TAX & FEES**

Tour Services covering:

1. Accommodation (3 rooms) November 9: Check-in November 18: Check-out	Twin Sharing: 1.Olaivar, Rona Jean N. 2. Bauto, Ronileen Rae
November 9: Check-in November 18: Check-out	1. Cruz, Jelline Jazel 2. Luna, Chelsea P.
November 9: Check-in November 18: Check-out	1. Cuevas, Neil V. 2. Calinao, Narjay

	-inclusive of breakfast -specifically in Camp John Hay
2. Transfers (1 Van) November 8: TPB Office (evening) to Accommodation in Baguio City November 9-17: Within Baguio City November 18: Accommodation in Baguio City to TPB Office	Van -can accommodate 8-10 persons -inclusive of toll fee, drivers meal and drivers accommodation

III. Eligibility Requirements:

1. Must be Filipino owned, operated and legally registered tour services company under Philippine laws;
2. Must have a minimum of 3 years' experience in providing land transportation services;
3. Must have the expertise in the organizing and coordinating travel arrangements with airlines, land transportation and hotel accommodation;
4. Must be accredited with the Philippine Government Electronic Procurement Systems (PHILGEPS).

IV. Technical Eligibility Documents:

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

V. Guidelines:

1. Winning bidder must propose needed specifications of the concerned TPB personnel.
2. Responds to immediate/unforeseen changes in the specifications.
3. Preferably accommodation and transportation are DOT Accredited facilities.
4. Driver is knowledgeable of route to and from Manila and within Baguio City.

VI. Scope of Services:

1. Provide twin sharing accommodation as stated in the specifications.
2. Provide land transportation as stated in the specifications.

VII. Contract of Service/Financial Proposal

The financial proposal for the tour services in Baguio City should cover the following expenditures:

1. Purchase of accommodation, van transfers and other applicable taxes/fees.

Bid Price Ceiling is Php 270,000.00 inclusive of taxes. For particulars, please contact Mr Neil Cuevas at telephone number 525-9318 local 271