

## REQUEST FOR QUOTATION

17 November 2020

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

**Quotation No.** TPB-PR.2020.11.383

**PR No.** 11.025 / 12-Nov-2020

### REQUIREMENTS: SERVICES OF A TOUR OPERATOR FOR THE NCIP SITE VALIDATION IN MANILA-RIZAL-ILOILO

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p><b>(6D/5N) MANILA/RIZAL/ILOILO</b></p> <p><b>SCOPE OF WORK/DELIVERABLES:</b></p> <p><b>ACCOMMODATION</b></p> <p><b>MANILA (1 Night/2 days)</b> Three rooms twin bed (a deluxe type of room with complimentary breakfast)</p> <p><b>RIZAL (1 Night/ 1 day)</b> Three rooms twin bed (a deluxe type of room with complimentary breakfast)</p> <p><b>ILOILO (3 Nights/ 3 days)</b> Three rooms twin bed (a deluxe type of room with complimentary breakfast)</p> <p><i>Note: Health and Safety Guidelines, including Protocols must be strictly observed. TPB will notify the service provider in case of changes in the schedule. Hotel/ Resort should be AAA (or its equivalent), and DOT accredited.</i></p>		P600,000.00

	<p><b>LAND TRANSPORTATION</b></p> <p><b>Van Transfer from Manila to Airport (Door to door)</b>  The detailed route shall be based on the final itinerary to be provided by the project officer. It must adhere to physical distancing/compliance with health and safety protocols.  (Including transfer-in and out)  No. of pax: 5</p> <p><b>Van transfer in Iloilo (3 days)</b>  The detailed route shall be based on the final itinerary to be provided by the project officer. It must adhere to physical distancing/compliance with health and safety protocols.</p> <p><b>Van transfer in Rizal (2 days)</b>  Door to door of all participants and TPB Officials and personnel (addresses to be provided by the project officer)</p> <p><b>1 Jeepney in Manila/Rizal/Iloilo (4 days)</b>  The detailed route shall be based on the final itinerary to be provided by the project officer (adhering to physical distancing / compliance to health and safety protocol) *inclusive of overtime of the driver*</p> <p><b>DOMESTIC AIR-TICKET</b>  Manila – Iloilo City – Manila (3 pax)  *rebookable ticket  *additional 2 kilos per way per pax</p> <p><b>INDIGENOUS CULTURAL COMMUNITY (ICC) ACTIVITY</b>  No of pax: 5 pax (Participants)  A. Indigenous Cultural Community tour visit in Rizal  B. Indigenous Cultural Community tour visit in Iloilo</p> <p>Services of a <b>Licensed DOT-accredited Regional English-speaking Tour Guide</b> for (1 Tour Guide)  <b>Environmental and Entrance Fees</b> (to be determined by TPB based on the recommended sites and attractions of DOT Regional Office)</p>		
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	<p>▪<b>Provision Of Health And Safety Tour Kit/Travel Necessities</b> tissue, wipes, 1.76 oz. or 50g sanitizer, 150 ml alcohol, five sachets of mosquito repellent and or off lotion, disposable hooded emergency raincoat, towel, gloves, N95 (5 pax), PPE (based on size) and face shield.</p> <p>▪ <b>First Aid Kit on board the tour vehicle</b> with essential medicines (antacid for upset stomach, headache, an antihistamine for allergies, diarrhea, motion sickness, fever, pain reliever, etc.)</p> <p>▪Provision of (2) two RT PCR Tests for all the participants</p> <p>▪Provision of enough umbrellas on board for the participants in case it rains.</p> <p>▪Provision of 5 (pax) composed of souvenir/ local giveaways/ or assorted local foods from the local Community</p> <p>▪Provision for <b>on-site related expenses</b> as the need arises amounting to P50,000.00</p> <ul style="list-style-type: none"> <li>▪ Airport Terminal Fees (if there is any)</li> <li>▪ Porter Fees (option)</li> <li>▪ Incidental and other miscellaneous expenses (e.g., sampling of local delicacies, etc.)</li> </ul> <p><b>MEALS</b> <i>Day 01 to Day 06</i> Lunch good for 5 pax x 5 meals <b>Iloilo</b> - 1 Lunch with the Tribal Leaders of ICCs (good for 20 pax) <b>Rizal</b> – 1 Lunch with the Tribal Leaders of ICCs (good for 20 pax) Dinner good for 5 pax x 6 meals</p> <p>▪Incentivize Lunch and Dinner not less than Php1,000.00 per meal per pax including am and pm snacks not less than Php500.00 per pax</p>		
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	<ul style="list-style-type: none"> <li>▪Comprehensive Travel Insurance For 5 pax</li> <li>▪Provision of videographer during the visit</li> </ul>		<b>Total: P600,000.00</b>
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is P600,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email address at **genesis\_lee@tpb.gov.ph** not later than **23 November 2020 on or before 1700H.**

Thank you very much.

**ELOISA A. ROMERO**

Head, Procurement and General Services Division

Contact Person

**(MISS) GENESIS WEIYN B. LEE**

Contact No.

**0921-702-9239**

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

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

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

1. Mayor's Permit/ License
2. BIR Registration / TIN
3. Company Profile/ Reference
4. PhilGEPs Certificate
5. Notarized Omnibus Sworn Statement
6. DOT Accredited / TPB Member