

REQUEST FOR QUOTATION

19 November 2020

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

Quotation No. TPB-PR.2020.11.387

PR No. 11.031 / 13-Nov-2020

REQUIREMENTS: SERVICES OF A TOUR OPERATOR FOR THE PTDI IN PALAWAN

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p>(5D/4N) PALAWAN</p> <p>SCOPE OF WORK/DELIVERABLES:</p> <p>ACCOMMODATION Target Date: 3rd week December 2020 (subject to change without prior notice) 16 rooms twin bed (4 Nights, a deluxe type of room with complimentary breakfast)</p> <p><i>Note: Health and Safety Guidelines, including Protocols must be strictly observed.</i> <i>TPB will notify the service provider in case of changes in the schedule.</i> <i>Hotel/ Resort should be AAA (or its equivalent), and DOT accredited.</i></p> <p>LAND TRANSPORTATION 1 VAN Assembly Area: Pick-up at Legaspi Tower 300 (adhering to physical distancing/compliance to health and safety protocol) and from Airport to each respective (TPB Personnel residences)</p>		P995,000.00

	<p>4 VANS for the whole duration of the Tour (detailed route shall be based on the final itinerary to be provided by the project officer) drop-off to all participants and TPB Officials and personnel (the project officer shall provide details)</p> <p>TOURS AND ACTIVITIES No of pax: 20 pax (Participants)/ 5 LGUs and DOT Regional Office) Tours on the following: A. Farm Tours in Palawan B. Island Hopping in Balabac C. El Nido Tour D. Demonstration Activities relative to Culinary</p> <p>Services of a Licensed DOT-accredited Regional English-speaking Tour Guide (4 Tour Guide per van) Environmental and Entrance Fees (to be determined by TPB based on the recommended sites and attractions of DOT Regional Office)</p> <ul style="list-style-type: none"> ▪ Provision Of Health And Safety Tour Kit/Travel Necessities 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 (15 pax), PPE (based on size) and face shield (15 pax). ▪ First Aid Kit on board the tour vehicle with essential medicines (antacid for upset stomach, headache, an antihistamine for allergies, diarrhea, motion sickness, fever, pain reliever, etc.) ▪ Provision of RT PCR Tests for all the participants (before and after the trip) ▪ Provision of enough umbrellas on board for the participants in case it rains. ▪ Provision of 15 pcs. souvenir/ local giveaways/ or assorted local foods from the local the Region. 		
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	<ul style="list-style-type: none"> ▪ Provision for on-site related expenses as the need arises amounting to P50,000.00 <ul style="list-style-type: none"> ▪ Airport Terminal Fees (if there is any) ▪ Porter Fees (option) ▪ Incidental and other miscellaneous expenses (e.g., sampling of local delicacies, etc.) ▪ Incentivized Lunch and Dinner <ul style="list-style-type: none"> Lunch from Day 01 until Day 05 for 25 pax (15 participants/ 3 DOT/ 7 LGU Officials) Dinner from Day 01 until Day 05 for 25 pax (15 participants/ 3 DOT/ 7 LGU Officials) AM/PM snacks ▪ Incentivized Lunch and Dinner not less than Php2,000.00 per meal per pax including am and pm snacks not less than Php500.00 per pax ▪ Comprehensive Travel Insurance (with hospitalization for 15 pax) ▪ Provision of AVP- Videographer/Photographer ▪ Validation requirements <ul style="list-style-type: none"> - Accommodation for 3D/2N - Domestic air-ticket (RT) for 2 pax - Full board meal during the validation - Land transportation (Manila-Palawan-Manila) - Entrance fees and other related expenses 		
			Total: P995,000.00
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is P995,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email address at **genesis_lee@tpb.gov.ph** not later than **26 November 2020 on or before 1700H.**

Thank you very much.

ELOISA A. ROMERO

Head, Procurement and General Services Division

