

**TOUR SERVICES PROVIDER**  
**PHILIPPINE MOTORCYCLE TOURISM PROGRAM**  
**Kick-off Activity and CALABARZON Micro Ride**  
**20-21 November 2021 (Subject to change)**  
*As of 10 September 2021*

**I. BACKGROUND**

The Tourism Promotions Board (TPB), in collaboration with the Department of Tourism (DOT) and various motorcycle rider clubs and associations in the Philippines, will embark a nationwide Philippine Motorcycle Tourism Program from October to November 2021. The conduct of the campaign aims to help rebuild the confidence of the traveling public to travel domestically and eventually for the tourism industry to bounce back from the negative impact of the recent COVID-19 pandemic crisis. This further aims to tap motor riders as domestic tourism ambassadors who will help promote the Philippines as a fun and diverse country.

This sports tourism project shall be conducted by way of providing the following to support the motorcycle clubs and association:

Kick-off Activity and CALABARZON 2-day ride

**II. SCOPE OF DELIVERABLES:**

**A. 19 – 21 NOVEMBER 2021 FOR TPB AND INVITED MEDIA (TPB WILL PROVIDE THE RT PCR)**

1. Provide Transportation (RT PCR of the Drivers c/o the bidders)
  - a. Five (5) units of vans for Transportation of TPB Secretariat and Media Invitees
  - b. Specification and deliverables
    - Air Conditioned, 10-seater
    - Preferably 2017
    - Inclusive of gasoline, toll fees, parking fees, overtime and meals of the drivers
  - c. Inclusive of point to point transportation for TPB Secretariat
  - d. Meeting place for the media invitees at the Tourism Promotions Board and designated dropoff points in returning back to Manila.
  
2. Accommodation of Secretariat and Media invitees for 20 pax Twin Sharing
  - a. Duration : 19-20 November 2021 overnight stay inclusive of breakfast (in Manila)
  - b. Duration : 20-21 November 2021 overnight stay inclusive of breakfast
  - c. 10 pax in Rizal/Laguna/Quezon
  - d. 10 pax in Cavite/Batangas

3. Meals for the TPB and Media Invitees
  - a. 19 November 2021 – Dinner for 20 pax with minimum of Php500.00 per pax
  - b. 20 November 2021 - Lunch for 20 pax minimum of Php 500.00 per pax  
(Note: Dinner included with the riders)
  - c. 21 November 2021 - Lunch and Dinner for 20 pax minimum of Php 1,000.00 per pax
4. Assigned Tour Guide/Facilitator (RT PCR c/o TPB)
  - a. One (1) in Rizal, Laguna and Quezon Leg
  - b. One (1) in Cavite and Batangas Leg
5. Travel Insurance for TPB Secretariat and Media Invitees

**B. 20 NOVEMBER 2021 KICK-OFF PROGRAM FOR THE RIDERS**

1. Provision of venue and breakfast for 300 pax @ Php250.00 or a meal voucher to be distributed in various identified areas. Menu to be approved by TPB Secretariat.
2. Proposed venue for the distribution of food packs or in assigned restaurants near the area:
  - Rizal Park Open Auditorium
  - Quezon Memorial Circle
  - Mall of Asia Open Grounds
  - Ayala Triangle, Makati City
3. The RT PCR of approved participants is c/o TPB

**C. 20-21 NOVEMBER 2021 OVERNIGHT STAY OF THE RIDERS**

Route: Manila-Rizal-Laguna-Quezon/Manila-Cavite-Batangas (approx. 850-980 km)

Pax: 250 Riders

1. Provide Accommodation
  - a. Overnight Accommodation for the riders to be divided in four (4) groups inclusive of breakfast
    - a. Must be DOT-accredited
    - b. Twin Sharing
    - c. 100-125 pax or minimum of 50 rooms in Rizal/Laguna/Quezon
    - d. 100-125 pax or minimum of 50 rooms in Cavite/Batangas
2. Two (2) pick-up trucks that can accommodate at least 2-3 motorcycles in case of emergency
  - a. One (1) in Rizal, Laguna and Quezon Leg

- b. One (1) in Cavite and Batangas Leg
  - c. Inclusive of gasoline, toll fees, parking fees, overtime and meals of the drivers
  - d. Assigned mechanic with tools on board
  - e. RT PCR of personnel c/o the bidder
3. Dinner on 20 November 2021 (For the Riders, Media and TPB Secretariat)
- a. Dinner for 300 pax for Riders, TPB Secretariat, Media Invitees with a minimum of  
Php400.00 per person with drinks (menu to be approved by TPB)
    - 3 function rooms in Rizal/Laguna/Quezon Team that can accommodate 50 pax each room
    - 3 function rooms in Batangas/Cavite Team that can accommodate 50 pax each room
  - b. Provision of the following technical requirements:
    - Basic A/V system / Basic sound system / lights and equipment to include microphones, projector with LCD screen
    - Registration tables and chairs
4. Parking Area for guests, TPB Secretariat and motorcycles of the participants
- D.** Provision of 350 pcs. carekits with pouch (alcohol/sanitizer, wipes, mints, facemasks)
- E.** All assigned personnel shall follow the health protocols provided by COVID-19 Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) and respective LGUs rules and regulations.
- F.** Meals, required fees, honorarium and their RT PCR for the additional personnel and technical team shall be shouldered by the bidders

### III. QUALIFICATION OF BIDDER

- A. Bidders must be in operation as a Tour Services Provider for at least three (3) years.
- B. Preferably DOT Accredited
- C. Bidder must have had at least three (3) projects hosting similar tours.

### IV. APPROVED BUDGET FOR THE CONTRACT (ABC)

The approved Budget for the Contract is **ONE MILLION TWO HUNDRED THOUSAND PESOS ONLY (Php1,200,000.00)**, inclusive of all applicable fees and taxes. The cost of items in the bid should be broken down. The winning bid shall be determined based on

the quality of the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above-mentioned approved budget. The deadline for submission of bids should be at a time and place specified in the request for quotation (RFQ).

#### **V. TERMS OF PAYMENT**

Payment will be on send-bill arrangement. Full payment upon completion of the requirements stipulated in the scope of services.

Supplier must have a Landbank (LBP) account. Payment will be made through LBP bank deposit. In case the supplier does not have a Landbank account, bank charges will be shouldered by the supplier.

#### **VI. PROJECT OFFICERS/CONTACT PERSONS**

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**\*\*\* Nothing Follows \*\*\***