

REQUEST FOR QUOTATION

17 March 2022

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

Quotation No. TPB-PR.2022.03.086

PR No. 3.008

REQUIREMENTS: SERVICES OF A TOUR OPERATOR FOR THE UK TRAVEL TRADE FAMILIARIZATION TRIP

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p>SERVICES OF A TOUR OPERATOR FOR THE UK TRAVEL TRADE FAMILIARIZATION TRIP</p> <p>Inclusive Dates: April 20 – 29, 2022 Number of pax: 6 pax + 1 TPB officer</p> <p>Scope of Service/ Inclusions:</p> <ul style="list-style-type: none"> ▪ All land and ferry transfers of tour participants throughout the tour following the prescribed safety protocols and approved itinerary and possible detours and stops as may be requested. ➤ Land transfers: <ol style="list-style-type: none"> a) 2018 model or newer with drive inclusive of gas and parking fees b) Seating Capacity: maximum of four (4) persons plus luggage per unit/van c) Provide Pick-up and Drop-off of passengers <ul style="list-style-type: none"> ▪ Airport/ Ferry Ports to Hotel ▪ Hotel to Airport / Ferry Ports ▪ Transport to, from and around Bacolod, Iloilo, and Boracay d) Inclusive of a licensed driver with uniform and company ID, fuel, driver's meals, applicable parking, toll fees, and overtime fees. e) Onboard comprehensive insurance f) Compliant with IATF Protocols 	P991,800.00	P991,800.00

	<ul style="list-style-type: none"> ➤ Ferry transfers: Inclusion of applicable fees and most accessible port ▪ Regular fare air tickets (refundable, reroutable and rebookable) with 20 kgs allowance inclusive of the terminal and other applicable fees <ul style="list-style-type: none"> ○ MNL to BCD PR 2131 or 5J485 for seven (7) pax ○ MPH to MNL PR2038/ PR2042 or 5J 900 for seven (7) pax ▪ Room Accommodation, Deluxe category with breakfast based on Single Occupancy <i>*hotels/resorts are subject to the approval of TPB</i> <ul style="list-style-type: none"> ▪ Manila or Makati City – First Call - 2 nights <ul style="list-style-type: none"> ○ Deluxe/5-star category with upscale facilities ○ Accessible to shopping, recreation, and attraction areas ○ Must be located in Manila Bay Area, Makati or BGC ○ Preferred hotel/resorts include <i>Henry Hotel Manila, Conrad Hotel, Sofitel Manila</i> ▪ Bacolod – 1 night <ul style="list-style-type: none"> ○ Must be located in the downtown area ○ Newly constructed or renovated in the past 5 years ○ Accessible to shopping, recreation, and attraction areas ○ Preferred hotels include Park Inn by Radisson, Seda Capitol Central and L’Fisher ▪ Iloilo – 2 nights <ul style="list-style-type: none"> ○ Must be located in the downtown area ○ Newly constructed or renovated in the past 5 years ○ Accessible to shopping, recreation and attraction areas ○ Preferred hotel include courtyard by Marriot ▪ Boracay – 4 nights <ul style="list-style-type: none"> ○ Must be one of the deluxe resorts in Boracay, preferably in Station 1 ○ Newly constructed or renovated in the past 5 years ○ Preferred resorts include Belmont Boracay, Movenpick Resort, and Crimson Hotel ▪ Manila – 2nd call – Wash up room <ul style="list-style-type: none"> ○ Single occupancy ○ Deluxe / 5-Star Hotel Category 		
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	<ul style="list-style-type: none"> ○ Must be located in Manila, Makati or BGC ○ Must be located near or highly accessible to the airport ○ Preferred hotel/resorts include <i>Marriott, Hilton, Conrad Hotel, Solaire, Fairmont</i> ▪ Full board meals throughout the trip <i>Note: meals should come with one (1) round of drinks (choice of bottled water, juice, or soft drinks) and one can or bottle of beer</i> ○ Lunch: Ten (10) Lunches per person @ PhP1,000/pax ○ Dinner: Nine (9) Dinners per person @ PhP1,500/pax ○ Snacks: Nine (9) per person @ PhP300/pax ○ Must be able to accommodate guests with dietary restrictions (i.e., halal, vegetarian, diabetic, food allergies, etc.) ○ Bacolod <ul style="list-style-type: none"> ○ Balaring Seafood Area ○ Seafood, Inasal and Kansi specialty restaurants ○ Iloilo <ul style="list-style-type: none"> ○ Garin Farm ○ Muelle Deli and Restaurant ○ Netong's ○ Punot: Flavors of Modern Iloilo ○ Tatoy's Manokan and Seafood Restaurant ○ Boracay <ul style="list-style-type: none"> ○ Los Indios Bravos ○ BarLo Restolounge ○ Station X Array of Restaurants ○ Manila <ul style="list-style-type: none"> ○ Abe / Sentro ○ Purple Yam / Lechon Degustacion ○ Palacio de Memoria / Las Casas Filipinas de Acuzar ○ Apartment 1B ▪ Provision of licensed DOT Accredited English-speaking Tour Guides ○ At least three (3) years experience ○ Must be fluent and conversant in English 		
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	<ul style="list-style-type: none"> ○ Must have handled at least one foreign group or foreign diplomatic/dignitaries group ○ Should have a strong sense of Philippine history, culture, art, tradition, and current events. ○ Must not be convicted or found guilty of a crime or administrative offense. ▪ Cold towels and bottled water onboard the vehicle ▪ Incentivized, interactive and experiential tours and activities preferred including but not limited to ○ Bacolod <ul style="list-style-type: none"> ○ Silay City Tour ○ Bacolod City Tour with Piaya Making a demo ○ Iloilo <ul style="list-style-type: none"> ○ Garin Farm Tour, Miag-ao Church, Guimbal, Tigbauan, Oton ○ Iloilo City Tour with cooking demo ○ Boracay <ul style="list-style-type: none"> ○ Day 01 Island Hopping tour ○ Day 02 Wellness activity ○ Day 02 Sunset cruise ○ Day 03 Motag Living Museum ○ Manila <ul style="list-style-type: none"> ○ Bambike tour in BGC ○ Half Day tour in Palacio de Memoria ○ Old Manila Tour ○ Manila City Tour ▪ Provision of an itinerary booklet (with details such as activities and what to wear) and Directory of Foreign Embassies, DOT Tourism Attachés, and TPB Officials to all participants. (Content and design subject to the approval of TPB) ▪ Provision of signages/banners (Design subject to the approval of TPB) ▪ Provision of hygiene kit to include at least a small bottle of alcohol, K95 masks throughout the trip, face shield (should it be required), wet wipes, tissue, vitamin C, sunscreen, mosquito repellent lotion 		
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	<ul style="list-style-type: none"> ▪ First Aid Kit during tours and on vehicles (land/water transfer) with basic medicines (antacid for upset stomach, headache, an antihistamine for allergies, diarrhea, motion sickness, etc) ▪ Provision of raincoats and golf umbrellas in case of rain. ▪ Inclusion of all entrance, environmental, and other applicable fees ▪ Provision of snorkeling equipment and other materials needed during activities ▪ Incidentals and other miscellaneous expenses (e.g., sampling of local delicacies, etc.) ▪ Provision for on-site related expenses as the need arises worth Php50,000.00 ▪ Provision of destination-based giveaways without showing tour operator’s logo and for TPB’s approval ▪ Comprehensive travel insurance with COVID coverage throughout the duration of the trip (including manila part) ▪ RT-PCR or Antigen Tests should this be required and unless TPB may provide ▪ All assigned personnel of the service provider should have a negative RT-PCR Test taken at least 48 hours prior to tour c/o bidder. ▪ In compliance with the Technical Specifications, proposed itinerary, and additional requirements needed. 		
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is Php991,800.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **24 March 2022 on or before 1700H**, subject to the Terms and Conditions attached herewith, duly signed by your representative and stating the shortest time of delivery to the Procurement and General Services Division, Administrative Department, 4th Floor, Legaspi Towers 300, Roxas Blvd., Manila.

1. Mayor's Permit/ License 2022
2. Income/Business Tax Return
3. Company Profile/ Reference
4. PhilGEPs Certificate
5. Omnibus Sworn Statement

Thank you very much.


ELOISA A. ROMERO

Head, Procurement and General Services Division

Contact Person

(MISS) GENESIS WEIYN B. LEE

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

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