

REQUEST FOR QUOTATION

14 July 2022

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

Quotation No. TPB-PR.2022.07.227

PR No. 7.016

REQUIREMENTS: SERVICES OF A TOUR OPERATOR FOR THE MARKETING ENHANCEMENT OF SUSTAINABLE COMMUNITY-BASED TOURISM (SCBT) SITE VALIDATION

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p>DAVAO 4D/3N August 21- 24, 2022*indicative date</p> <p>3 Room Accommodation for five (5) pax at a business category (if applicable/available) or its equivalent for three (3) nights (with breakfast) based on Single Occupancy. (3 TPB/1 DOT/1 LGU)</p> <p>Meals (Lunch/Dinner/Snacks) at least PhP1,500 per pax for four (4) days.</p> <p>Land Transportation One (1) unit of a van (2018 model or newer) with a driver (inclusive of gas and parking fees.) Transfer in and out Pick-up and drop-off of TPB personnel residence to the airport. Tour proper for four (4) days</p> <p>Comprehensive Travel Insurance for three (3) TPB participants with COVID-19 coverage subject to TPB's consultation and approval.</p> <p>Domestic Air-ticket Manila-Davao-Manila (Round trip) with 20 kilos additional baggage allowance for three</p>	PhP196,500.00	PhP196,500.00

2 LOT	<p>(3) pax with Airport Terminal Fees and Porter Fees</p> <p>Tours and activities including Entrance Fees/Environmental Fees Tour Guide Incidental and other miscellaneous expenses (e.g., sampling of local delicacies, etc.)</p> <p>Coordination Meeting with Local Tourism stakeholders</p> <p>LAGUNA-MINDORO-CEBU 4D/3N October 5-9, 2022 <i>*indicative date</i></p> <p>Room Accommodation for five (5) pax at a business category (if applicable/available) or its equivalent for three (3) nights (with breakfast) based on Single Occupancy. (3 TPB/1 DOT/1 LGU)</p> <p>Meals (Lunch/Dinner/Snacks) at least PhP1,500 per pax for four (4) days.</p> <p>Land Transportation One (1) unit of a van (2018 model or newer) with a driver (inclusive of gas and parking fees.) Transfer in and out Pick-up and drop-off of TPB personnel residence to the airport. Tour proper for four (4) days</p> <p>Comprehensive Travel Insurance for three (3) TPB participants with COVID-19 coverage subject to TPB's consultation and approval.</p> <p>Domestic Air-ticket Manila-Davao-Manila (Round trip) with 20 kilos additional baggage allowance for three (3) pax with Airport Terminal Fees and Porter Fees</p>	PhP180,500.00	PhP180,500.00
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3 LOT	<p>Tours and activities including Entrance Fees/Environmental Fees Tour Guide Incidental and other miscellaneous expenses (e.g., sampling of local delicacies, etc.)</p> <p>Coordination Meeting with Local Tourism stakeholders</p> <p>JOLO SULU- PALAWAN 4D/3N September 7-11, 2022 <i>*indicative dates</i></p> <p>Room Accommodation for five (5) pax at a business category (if applicable/available) or its equivalent for three (3) nights (with breakfast) based on Single Occupancy. (3 TPB/1 DOT/1 LGU)</p> <p>Meals (Lunch/Dinner/Snacks) at least PhP1,500 per pax for four (4) days.</p> <p>Land Transportation One (1) van (2018 model or newer) with a driver (inclusive of gas and parking fees.) Transfer in and out Pick-up and drop-off of TPB personnel residence to the airport. Tour proper for four (4) days</p> <p>Comprehensive Travel Insurance for three (3) TPB participants with COVID-19 coverage subject to TPB's consultation and approval.</p> <p>Domestic Air-ticket Manila-Zamboanga Round Trip and Manila-Palawan Round Trip with 20 kilos additional baggage allowance for three (3) pax with Airport Terminal Fees and Porter Fees</p> <p>Tours and activities including Entrance Fees/Environmental Fees Tour Guide Incidental and other miscellaneous expenses (e.g., sampling of local delicacies, etc.)</p>	PhP160,500.00	PhP160,500.00
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	<p>Coordination Meeting with Local Tourism stakeholders</p> <p>ADDITIONAL TECHNICAL REQUIREMENTS The following technical requirements must be submitted together with the proposal.</p> <ul style="list-style-type: none"> • Submit the list of completed government/ private projects similar to the contract to be bid within the last three (3) years, with a corresponding Certificate of Satisfactory and Completion of Services • Valid Department of Tourism (DOT) Certificate of Accreditation or Provisional Certificate of Accreditation (TPB to consider if their DOT certification is subject to renewal) • Preferably TPB Member with valid TPB Membership Certificate. • Provide an alternative itinerary in case of rain, risk of a typhoon, and other unforeseen or fortuitous events subject to the approval of TPB. • Submit a budget bid proposal that reflects the cost of tours, activities, and logistical requirements. The TPB-initiated requested sponsorship (hosted/discounted) will be deducted from the bid amount. Thus, the tour operator will bill TPB <i>based on the actual cost per pax.</i> <p><i>*Attached are the Technical Specifications and Itinerary per Lot #*</i></p>		<p>TOTAL AMOUNT: PhP537,000.00</p>
Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP537,000.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis_lee@tpb.gov.ph** not later than **21 July 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, BAC Secretariat

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.