

## REQUEST FOR QUOTATION

20 July 2022

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

**Quotation No.** TPB-PR.2022.07.232 -2<sup>ND</sup> POSTING  
**PR No.** 7.018

**REQUIREMENTS: SERVICES OF A TOUR OPERATOR FOR THE PHILIPPINE MOTORCYCLE TOURISM (PMT) MOTOTUOR 4**

Quantity	Particulars	Estimated Unit Price	Estimated Total Amount
1 LOT	<p><b>SERVICES OF A TOUR OPERATOR FOR THE PHILIPPINE MOTORCYCLE TOURISM (PMT) MOTOTUOR 4</b></p> <p><i>Oriental Mindoro</i></p> <p>1-2 October 2022</p> <p>*indicative dates</p> <hr/> <p><b>I. SCOPE OF SERVICES</b></p> <p><b>A. MEALS</b></p> <ul style="list-style-type: none"> <li>To provide meals with at least a minimum of PhP600.00 per pax per meal on:</li> </ul> <p><b><u>29-30 September 2022 &amp; 2-4 October 2022</u></b></p> <ul style="list-style-type: none"> <li>- Breakfast, Lunch, and Dinner (3pax)</li> </ul> <p><b><u>1 October 2022</u></b></p> <ul style="list-style-type: none"> <li>- Breakfast, Lunch, and Dinner (20pax)</li> </ul> <p><b><u>2 October 2022</u></b></p> <ul style="list-style-type: none"> <li>- Lunch (20pax)</li> </ul> <p><b>B. OVERNIGHT ACCOMMODATION IN PUERTO GALERA</b></p> <ul style="list-style-type: none"> <li>Inclusive of breakfast</li> <li>At least 3-star hotel and DOT Accredited</li> </ul>	PhP388,500.00	PhP388,500.00

	<table><tr><th>Duration</th><th>Hotel must be located within</th><th>Number of Rooms</th></tr><tr><td>1-2 October 2022 * Dates are subject to change without prior notice</td><td>White Beach Puerto Galera</td><td>Seventeen (17) twin sharing rooms with 2 beds</td></tr></table>	Duration	Hotel must be located within	Number of Rooms	1-2 October 2022 * Dates are subject to change without prior notice	White Beach Puerto Galera	Seventeen (17) twin sharing rooms with 2 beds	
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<b>C. RORO FEES (RT)</b>								
	<table><tr><td>Batangas-Calapan- Puerto-Galera- Batangas</td><td>2 vans + 15 motorcycles</td></tr><tr><td>Cebu-Calapan-Cebu</td><td>1 van + 1 motorcycle</td></tr></table>	Batangas-Calapan- Puerto-Galera- Batangas	2 vans + 15 motorcycles	Cebu-Calapan-Cebu	1 van + 1 motorcycle			
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<b>D. TRANSPORTATION</b>								
<b><u>Manila - Oriental Mindoro - Manila</u></b>								
<ul style="list-style-type: none"><li>• One (1) unit van for the TPB team covering 1-2 October 2022 (please see itinerary)</li><li>• Inclusive of overtime pay, gasoline, parking, and other toll fees as necessary</li><li>• Airconditioned, 10-seater</li><li>• At least the 2017 model</li><li>• Inclusive of transfers for TPB Personnel to the residence on 2 October 2022</li></ul>								
<b><u>Cebu - Oriental Mindoro - Cebu</u></b>								
<ul style="list-style-type: none"><li>• One (1) unit van for Ms. Jet Lee’s Team covering 29 September 2022 -4 October 2022 (please see itinerary)</li><li>• Inclusive of overtime pay, accommodation, parking, and other toll fees as necessary</li><li>• Airconditioned, 10-seater</li><li>• At least the 2017 model</li><li>• With back carriage for one motorcycle unit</li></ul>								

	<p><b>E. TRAVEL INSURANCE INCLUSIVE OF COVID-19 COVERAGE (4PAX)</b></p> <ul style="list-style-type: none"> <li>• Ms. Jet Lee (29 September 2022 – 4 October 2022)</li> <li>• 3 TPB Personnel (1-2 October 2022)</li> </ul> <p><b>F. GASOLINE ALLOWANCE</b></p> <p><b><u>Cebu – Oriental Mindoro - Cebu</u></b>  P1,000.00 x 6 days (van) = PhP6,000.00  P1,000.00 x 2 days (motorbike) =  PhP2,000.00</p> <p><b>G. ON-SITE RELATED EXPENSES</b></p> <p>Provision of on-site related expenses in the amount of <u>Fifteen Thousand Pesos Only (PhP15,000.00)</u> that may be incurred during the tour.</p> <p><b>TECHNICAL AND ELIGIBILITY REQUIREMENTS</b></p> <ol style="list-style-type: none"> <li>1. Company Profile</li> <li>2. DOT Certificate of Accreditation</li> <li>3. List of completed projects at least three (3) years with projects hosting similar projects/services.</li> </ol> <p><b>LEGAL REQUIREMENTS</b></p> <ol style="list-style-type: none"> <li>1. PhilGEPS Registration Certificate</li> <li>2. Business/Mayor's permit</li> <li>3. BIR Certificate of Registration</li> <li>4. Omnibus Sworn Statement</li> </ol> <p><b>Attachments:</b></p> <ol style="list-style-type: none"> <li>1. Technical Specifications</li> <li>2. Itinerary of the Project</li> </ol> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. All entries must be typewritten on your company letterhead.</li> <li>2. Price Validity shall be for a period of <u>thirty (30)</u> calendar days.</li> </ol>		
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Terms	30 days upon receipt of invoice		
ABC	Approved Budget for Contract (ABC) is PhP388,500.00 inclusive of all applicable taxes		

Please submit your quotation and legal documents thru email at **genesis\_lee@tpb.gov.ph** not later than **27 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.

Please be informed that the Tourism Promotions Board is evaluating our suppliers' performance based on these criteria: Quality (40%), Cost (25%), Timeliness (25%), and Customer Service (10%).

Thank you very much.



**ROSELLE D. ROMERO**

Head, Procurement and General Services Division  
Administrative Department

Contact Person  
Contact No.

**(MISS) GENESIS WEIYN B. LEE**  
(8) 525-7312 local 266