

September 13, 2022

TPB-RFQ-2022-09-287

REQUEST FOR QUOTATION

PR#9.006

The **Tourism Promotions Board (TPB)**, thru the Bids & Awards Committee (BAC), invites interested bidders to submit quotation for the hereunder project:

TERMS OF REFERENCE

PROJECT TITLE: Services of Tour Operator for Philippine Motorcycle Tourism (PMT)
Support to Rider

BUDGET : Lot 1: MassKara and Unity Ride 2022, Bacolod City, 14-16 October 2022

ABC: Php608,125.00

Lot 2: Mindanao Freedom Ride, Lucban, Quezon, 14 November 2022

ABC: Php150,398.00

I. BACKGROUND

The Philippine Motorcycle Tourism is a fast-growing niche market in the Philippines, whose numbers are increasing up to the present. Significant islands in our country are being explored by motorcycle – the unspoiled landscapes, beautiful and serene coasts, green forest wildlife, and natural splendors. This is a marginal practice with special habits where taking the road, riding styles, and camaraderie play essential roles. This motorcycle tourism is an excellent example of the unusual and marginal nature of this tourism.

Capitalizing on the tourism potential, the TPB Philippine Motorcycle Tourism Program collaborated and partnered with the Department of Tourism (DOT) and various motorcycle rider clubs and associations in the Philippines.

Holding this kind of event will offer a good promotional value not just in the tourism destinations but also can help generate revenue for business and service providers in the locality. Participants will increase spending on which will be spent on transportation, gasoline, lodging, restaurants, entertainment, and shopping, thus contributing to increasing the sales in the tourism business industry. While traveling, adapting measures on health and safety protocols to fight against COVID19 will be strictly observed on the part of organizers, participants, and service providers

1. The **THUNDERBUGS BACOLOD MOTORCYCLE CLUB** (organized in 1964) will be hosting the annual gathering of motorcycle riders from all over the country in Bacolod City on 15 October 2022, in time for the Bacolod Masskara Festival 2022.

The “*Masskara and Unity Ride 2022*” has been an annual event since 2008 but was put on hold for the last two years due to the pandemic. It has been an important boost to the local tourism in Bacolod City and the Philippine Motorcycle Tourism (PMT).

2. The highly-anticipated flagship event of NORMINRING Motorbikes (NDC), the *Mindanao Freedom Ride 2022 (#MFR2022)*, will be held on November 5 - 16 this year. Now on its eleventh (11th) running year, this group ride aims to navigate the Northern Mindanao, Western Visayas, Luzon, South through Eastern Visayas, finally back to Mindanao. The exciting route, covering a distance in excess of 4,000 kilometers, will jump-off from Cagayan de Oro City and pass through various provinces.

The Tourism Promotions Board (TPB) Philippines needs the services of a tour operator for the “*Masskara and Unity Ride 2022*” and “*Mindanao Freedom Ride 2022*”

II. OBJECTIVES

This activity aims to:

- Advocate and promote road safety travel among the participants and adapt the government’s safety guidelines and protocols in the hospitality industry as a new normal;
- Explore and promote Bacolod as one of the “Most visited and Quickest Getaway destinations in the country”;
- Contribute to increase in the sales of the tourism business industries in the city amidst pandemic; and
- Encourage more motorcycle sports enthusiasts to engage in a tourism activity as a potential niche tourist product.

III. SCOPE OF SERVICES:

TPB needs the services of an experienced tour operator or travel agent to provide the tour requirements as specified based on the **Two (2) lots** below:

LOT #	PARTICULARS	ABC in PhP
Lot 1: MASSKARA AND UNITY RIDE 2022 14-16 October, 2022	1. AIR TICKETS a. To provide air tickets for the following: <ul style="list-style-type: none"> • Manila-Bacolod for 8 pax on 14 October 2022 • Bacolod-Manila for 8 pax on 16 October 2022 b. 20 kilos baggage allowance per way c. Insurance for 8 pax covering COVID 19	Php608,125.00
	2. ACCOMMODATION a. Four (4) De Luxe rooms with 2 beds b. One (1) Single Room (TPB Official)	

	<ul style="list-style-type: none"> c. Duration: 14-16 October 2022 (3 days/2 nights) d. Inclusive of breakfast 	
	3. MEALS <ul style="list-style-type: none"> a. To provide meals with a maximum of Php1,000.00/day for TPB Personnel for three (3) days inclusive of breakfast/lunch/dinner, snacks on the road and beverage (soda and water). 	
	4. TRANSPORTATION <ul style="list-style-type: none"> a. One unit (1) van b. Duration: 14-16 October 2022 c. 10-12 seaters d. Air-conditioned e. Preferably Toyota Grandia at least 2017 model f. Route: Bacolod airport transfers and other parts of Bacolod g. Inclusive of Accommodation (if needed) and meals of driver h. Inclusive of toll fees, gasoline, and overtime i. Well uniform driver j. Must be fully vaccinated k. Must have a negative RT PCR Test Result 48 hours or Antigen Test 24 hours before the validation. 	
	5. HOSTED DINNER <ul style="list-style-type: none"> a. To provide Hosted Dinner for Four Hundred (400) pax during the culminating activity on 15 October 2022 b. At least a maximum of Php450.00 per meal 	
	6. COORDINATION MEETING AND ON-SITE RELATED EXPENSES <ul style="list-style-type: none"> a. To provide Coordination Meeting Expenses and on-site related expenses on 14-16 October 2022 in the amount of PhP 20,000.00 	
Lot 2: Mindanao Freedom Ride 14-15 November 2022	1. HOSTED DINNER <ul style="list-style-type: none"> a. To provide Hosted Diner for Eighty (80) pax b. At least maximum of Seven Hundred Pesos (Php750.00) 	PhP150,398.00
	2. HOTEL ACCOMMODATION FOR TPB PERSONNEL <ul style="list-style-type: none"> a. Two (2) De Luxe rooms with 2 beds b. One (1) Single Room (TPB Official) c. Duration: 14-15 November 2022 (overnight stay) d. Inclusive of breakfast 	
	3. TRANSPORTATION	

	a. One unit (1) van b. Duration: 14-16 October 2022 c. 10-12 seaters d. Air-conditioned e. Preferably Toyota Grandia at least 2017 model f. Route: Bacolod airport transfers and other parts of Bacolod g. Inclusive of Accommodation (if needed) and meals of driver h. Inclusive of toll fees, gasoline, and overtime i. Well uniform driver j. Must be fully vaccinated k. Must have a negative RT PCR Test Result 48 hours or Antigen Test 24 hours before the validation.	
	4. MEALS OF TPB PERSONNEL a. To provide meals with a maximum of Php1,000.00 for TPB Personnel for two (2) days inclusive breakfast/lunch/dinner, snacks on the road and beverage (soda and water).	
	5. COORDINATION MEETING AND ON-SITE RELATED EXPENSES a. To provide Coordination Meeting Expenses and on-site related expenses on 14-15 November 2022 in the amount of PhP 10,000.00	

Please see the attached ITENERAY (ANNEX “C”)

IV. PROJECT IMPLEMENTATION SCHEDULE

Lot 1	MASSKARA AND UNITY RIDE 2022, Bacolod City	14-16 October 2022
Lot 2	MINDANAO FREEDOM RIDE 2022, Lucban, Quezon	September 09-12, 2022

Note: Dates are Subject to change.

V. ADDITIONAL TECHNICAL REQUIREMENTS

- Must be a DOT Accredited tour operator/travel agency
- Bidder must submit a list of completed projects at least three (3) projects hosting similar projects/services.

VI. APPROVED BUDGET FOR THE CONTRACT (ABC)

The total ABC is **Seven Hundred Fifty Eight Thousand Five Hundred Twenty Three Pesos (Php758,523.00)** inclusive of all applicable taxes and fee.

VII. CONTRACT DURATION

The requirement is a one-time engagement and shall commence from acceptance of the Notice to Proceed (NTP).

VIII. TERMS OF PAYMENT

Payment will be on send-bill arrangement. Full payment upon completion of the requirements stipulated in the technical specifications thirty (30) days upon receipt of the Statement of Account (SOA)/Billing.

XI. CONTACT INFORMATION – Project Officer

EDMON GERALD A. LOZA

Domestic Promotions Department

edmon_loza@tpb.gov.ph

Please submit your **quotation and legal** documents duly signed by your authorized representative to email address bhong_ducusin@tpb.gov.ph not later than **19 September 2022 at 5:00 PM**, subject to the Terms and Conditions stated herein and the shortest time of delivery.

Thank you very much.


ROSELLE D. ROMERO

Acting Head, Procurement and General Services Division

Contact person: Jose T. Ducusin, Jr
Contact number: 02 8525 -7312 / 8525 – 9318 to 27

Note: All entries must be typewritten in your company letterhead.

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

Suppliers must submit the following legal documents to be eligible to participate in the bidding:

- a. PhilGEPS Certificate
- b. Mayor's Business Permit (2022)
- c. SEC/DTI Registration Certificate
- d. BIR Registration /TIN
- e. Company profile (for New Supplier)
- f. Omnibus Sworn Statement (**Annex "B"**)
- g. Department of Tourism (DOT) Certificate of Accreditation.
- h. Statement of Compliance to the Technical Specification (**Annex "A"**)

TECHNICAL SPECIFICATION			
Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement against each of the Individual parameters of each Specification			
Item	Description	Total Quantity	Bidder's Statement of Compliance
A.	Services of Tour Operator for Philippine Motorcycle Tourism (PMT) Support to Rider – MassKara Ride		
	MASSKARA AND UNITY RIDE 2022 14-16 October, 2022	Lot 1	
	1. AIR TICKETS a. To provide air tickets for the following: <ul style="list-style-type: none"> Manila-Bacolod for 8 pax on 14 October 2022 Bacolod-Manila for 8 pax on 16 October 2022 b. 20 kilos baggage allowance per way c. Insurance for 8 pax covering COVID 19		
	2. ACCOMMODATION a. Four (4) De Luxe rooms with 2 beds b. One (1) Single Room (TPB Official) c. Duration: 14-16 October 2022 (3 days/2 nights) d. Inclusive of breakfast		
	3. MEALS a. To provide meals with a maximum of Php1,000.00/day for TPB Personnel for three (3) days inclusive of breakfast/lunch/dinner, snacks on the road and beverage (soda and water).		
	4. TRANSPORTATION a. One unit (1) van b. Duration: 14-16 October 2022 c. 10-12 seaters d. Air-conditioned e. Preferably Toyota Grandia at least 2017 model f. Route: Bacolod airport transfers and other parts of Bacolod g. Inclusive of Accommodation (if needed) and meals of driver h. Inclusive of toll fees, gasoline, and overtime i. Well uniform driver j. Must be fully vaccinated k. Must have a negative RT PCR Test Result 48 hours or Antigen Test 24 hours before the validation.		
	5. HOSTED DINNER a. To provide Hosted Dinner for four hundred (400) pax during the		

	<p>culminating activity on 15 October 2022 preferably at Upper East, Mega World Bacolod</p> <p>b. At least a maximum of Four Hundred Fifty Pesos (Php450.00) per pax</p>		
	<p>6. COORDINATION MEETING AND ON-SITE RELATED EXPENSES</p> <p>a. To provide Coordination Meeting Expenses and on-site related expenses on 14-16 October 2022 in the amount of PhP 20,000.00</p>		
B.	<p>Mindanao Freedom Ride 14-15 November 2022</p>	Lot 2	
	<p>1. HOSTED DINNER</p> <p>a. To provide Hosted Dinner for Eighty (80) pax preferably at Batis Aramin Resort</p> <p>b. At least maximum of Seven Hundred Pesos (Php750.00) per pax</p>		
	<p>2. HOTEL ACCOMMODATION FOR TPB PERSONNEL</p> <p>a. Two (2) De Luxe rooms with 2 beds</p> <p>b. One (1) Single Room (TPB Official)</p> <p>c. Duration: 13-14 November 2022 (overnight stay)</p> <p>d. Inclusive of breakfast</p>		
	<p>3. TRANSPORTATION</p> <p>a. One unit (1) van</p> <p>b. Duration: 13-14 November 2022</p> <p>c. 10-12 seaters</p> <p>d. Air-conditioned</p> <p>e. Preferably Toyota Grandia at least 2017 model</p> <p>f. Route: Manila-Lucban, Quezon-Manila</p> <p>g. Inclusive of Accommodation (if needed) and meals of driver</p> <p>h. Inclusive of toll fees, gasoline, and overtime</p> <p>i. Well uniform driver</p> <p>j. Must be fully vaccinated</p> <p>k. Must have a negative RT PCR Test Result 48 hours or Antigen Test 24 hours before the validation.</p>		
	<p>4. MEALS OF TPB PERSONNEL</p> <p>b. To provide meals with a maximum of Php1,000.00/day for TPB Personnel for two (2) days inclusive breakfast/lunch/dinner, snacks on the road and beverage (soda and water).</p>		
	<p>5. COORDINATION MEETING AND ON-SITE RELATED EXPENSES</p> <p>a. To provide Coordination Meeting Expenses and on-site related expenses</p>		

	on 14-15 November 2022 in the amount of PhP 10,000.00	
	<u>SCHEDULE OF REQUIREMENTS</u>	
	PROJECT IMPLEMENTATION SCHEDULE Please see the attached itinerary. Note: Dates are Subject to change.	
	ADDITIONAL TECHNICAL ELIGIBILITY REQUIREMENTS <ul style="list-style-type: none"> • Must be a DOT Accredited tour operator/travel agency • Bidder must submit a list of completed projects at least three (3) projects hosting similar projects/services. 	
	<u>TERMS OF PAYMENT</u>	
	1. Payment will be on send-bill arrangement. Full payment upon completion of the requirements stipulated in the technical specifications thirty (30) days upon receipt of the Statement of Account (SOA)/Billing.	
	CONTRACT DURATION The requirement is a one-time engagement and shall commence from acceptance of the Notice to Proceed (NTP).	

I hereby certify to Comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of
Representative

Date

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]*

[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

ITINERARY

Project Name : **MASSKARA AND UNITY RIDE 2022**
(PHILIPPINE MOTORCYCLE TOURISM ASSISTED EVENT)

Date : 14-16 October 2022

Venue : Bacolod City

Date / Time	Activity	Remarks
Day 1 / 14 OCTOBER 2022 (FRIDAY)		
06:45 am	Check-in at NAIA Terminal 2	
08:45 am	Depart Manila via PR2131	<u>TPB Official</u> 1. Mr. Cesar R. Villanueva 6 hosted VIP Riders from Manila
10:00 am	ETA at Silay International Airport Proceed to Bacolod City	Transportation c/o Tour Operator
11:00 pm	Courtesy Call to Bacolod Mayor Benitez (tentative)	c/o Mr. Lito Aves, Chairman, Masskara and Unity Ride 2022
12:00 pm	Lunch	
2:00 pm	Coordination Meeting	c/o Thunderbugs Bacolod Motorcycle Club
5:00 pm	Proceed to Hotel	c/o Tour Operator
7:00 pm	Dinner	
	End of Day 1	
Day 2 / 15 OCTOBER 2022 (SATURDAY)		
07:00 am	Breakfast at Hotel	
	Proposed flights at NAIA Terminal 2: 08:45 am - ETD for Manila to Bacolod via PR 2131 10:00 am - ETA at Silay International Airport Proceed to Bacolod City	<u>TPB Official</u> 1. OIC Charles Aames M. Bautista Transportation c/o Tour Operator
8:00 am	Registration of participants for the Masskara and Unity Ride	Upper East, Mega World Bacolod
10:00 am	Masskara and Unity Ride	
12:00 pm	Lunch	
2:00 pm	Back to Upper East, Mega World Bacolod	
6:00 pm	Dinner and Fellowship	
9:00 pm	Back to Hotel	

	End of Day 2	
Day 3 / 16 OCTOBER 2022 (SUNDAY)		
7:00 am	Breakfast at Hotel	<i>Free Time</i>
11:00 am	ETD for Silay International Airport	
12:25	Check-in at Silay International Airport	<i>Lunch at Airport</i>
2:25 pm	Depart Bacolod via PR2134	<p><u>TPB Official</u></p> <ol style="list-style-type: none"> 1. OIC Charles Aames M. Bautista 2. Mr. Cesar R. Villanueva <p>6 hosted VIP Riders from Manila</p> <p>Transportation c/o Tour Operator</p>
3:45 pm	ETA at NAIA Terminal II	

As of: 12 September 2022

ITINERARY

Project Name : **MINDANAO FREEDOM RIDE 2022**
(PHILIPPINE MOTORCYCLE TOURISM ASSISTED EVENT)
Date : 13-14 November 2022
Venue : Lucban, Quezon

Date / Time	Activity	Remarks
Day 1 / 13 NOVEMBER 2022 (SUNDAY)		
07:00 am	ETD for Lucban, Quezon Pick-up at TPB	<u>1 TPB Official</u> <u>4 TPB Personnel from the Domestic Promotions Department</u> - Transportation c/o Tour Operator *Breakfast on the way
11:00 am	ETA at Lucban, Quezon Procced to Batis Aramin Resort	Ocular inspection of Dinner Venue and Coordination Meeting
12:00 pm	Lunch	c/o Tour Operator
2:00 pm	Check-in at Hotel	<u>1 TPB Official</u> <u>4 TPB Personnel from the Domestic Promotions Department</u> c/o Tour Operator
7:00 pm	Fellowship Dinner	
	End of Day 1	
Day 2 / 14 NOVEMBER 2022 (MONDAY)		
07:00 am	Breakfast at Hotel *Free Time	
12:00 pm	Check- out and Lunch	c/o Tour Operator
2:00 pm	ETD for Manila	
6:00 pm	ETA in Manila	
	End of Day 2	

As of: 13 September 2022