

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

SERVICES OF A TOUR OPERATOR FOR THE TOURISM PROMOTIONS BOARD (TPB) MEMBERSHIP PROGRAM'S CORPORATE SOCIAL RESPONSIBILITY (CSR) ACTIVITY

NO.	SPECIFICATION	STATEMENT OF COMPLIANCE (COMPLY/NOT COMPLY)
1.	ACCOMMODATION <ul style="list-style-type: none"> 22 twin sharing room with breakfast (separate beds) 2 triple sharing room with breakfast (separate beds) Must be located in Mt. Purro Nature Reserve 	
2.	LAND TRANSPORTATION <u>One (1) unit of Bus</u> <ul style="list-style-type: none"> Must be at least 2018 or not more than 5-years old; Adequate to transport 45-49 persons with luggage and driver Inclusive of fuel, driver, toll, parking, and other related expenses Inclusive of driver accommodation, meals and other expenses 	
3.	Itinerary: Day 1: TPB Office– Mt. Purro Nature Reserve Day 2: Mt. Purro Nature Reserve - TPB Office	
4.	<u>One (1) unit of van</u> <ul style="list-style-type: none"> Must be at least 2018 or not more than 5-years old; Adequate to transport 6-8 persons with luggage and driver Inclusive of fuel, driver, toll, parking, and other related expenses Inclusive of driver accommodation, meals and other expenses 	
5.	Itinerary: Day 1&2: TPB Office– Mt. Purro Nature Reserve – TPB office; around Antipolo, Rizal with pick-up and drop off of TPB personnel around Metro Manila	
6.	Other requirements: <ul style="list-style-type: none"> First Aid kit on board Provision of umbrella on board Equipped with GPS or Waze and charge units for phones Driver should have strong navigation skills Draft itinerary provided (subject to change without prior notice) Should the coaster/van develop any mechanical fault in transit, the tour operator must find a replacement within one-hour 	
7.	MEALS Day 1: <ul style="list-style-type: none"> Heavy breakfast meal with beverage for 50 pax PM Snacks for 50 pax Lunch set or buffet with one (1) round of softdrinks or juice for 50 pax Incentivized dinner buffet one (1) round of softdrinks or juice for 50 pax 	
8.	Day 2: <ul style="list-style-type: none"> Heavy breakfast meal with beverage for 50 pax 	

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	<ul style="list-style-type: none"> Lunch set/buffet with one (1) round of soft drinks or juice for 50 pax PM Snacks for 50 pax (on board) 	
9.	<p>*Menu to be approved by the TPB</p> <p>*Should include chips, candies/mint, distilled or purified drinking water onboard.</p>	
10.	<p>CSR WELCOME KIT AND SOUVENIR</p> <p><u>CSR Welcome Kit for 50 pax</u></p> <ul style="list-style-type: none"> Disposable raincoat, mosquito repellent, tissue, wet tissue, isopropyl alcohol spray, planting gloves, masks Program dri-fit t-shirt and compact microfiber face towel 	
11.	*Designs subject to TPB's approval	
12.	<p><u>Program Souvenir for 50 pax</u></p> <p>Sustainable/eco-friendly and/or destination-based program souvenir amounting to Php950.00 per head (designs subject to TPB's approval.</p>	
13.	<p>INCENTIVIZED TOURS AND ACTIVITIES</p> <ul style="list-style-type: none"> Inclusion of community tour guides (1 guide for every 10 participants) and gratuity/tip Reforestation activities (Seed potting, tree planting, tree care maintenance) Interaction with Dumagats Cooking demo (delicacy or local dish) Tea/coffee brewing or cocktail making demo (with seed-saving and wellness workshop preferred but not required) Provision of program banner 	
14.	<i>*Proposed program should be aligned with TPB Banner Programs: Habi, Halal and Hilom.</i>	
15.	<p>PHOTO/VIDEO COVERAGE</p> <ul style="list-style-type: none"> Program photo and video coverage for 1 ½ days with the following output: <ul style="list-style-type: none"> ✓ 200-250 color-enhanced photos ✓ 1-2 minutes event highlight video (short version for pre-events) ✓ Submission of raw videos and photos 	
16.	<p>TRAVEL INSURANCE</p> <p>Travel insurance with COVID-19 coverage of all the participants (50 pax)</p>	
17.	<p>ON-SITE RELATED EXPENSE</p> <p>Provision of incidental and other miscellaneous expenses amounting to Php 20,000.00 (additional participants, equipment rental, communication expense, coordination meetings and other expenses)</p>	

SIGNATURE OVER PRINTED NAME / DATE