

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"> • 20 twin 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 • Reimbursement of TPB personnels' Grab/Taxi (Residence-TPB office-Residence) 	
3.	Itinerary: Day 1: TPB Office– Mt. Purro Nature Reserve Day 2: Mt. Purro Nature Reserve - TPB Office	
4.	MEALS Day 1: <ul style="list-style-type: none"> • Heavy breakfast meal with beverage for 40 pax • PM Snacks for 40 pax • Lunch set or buffet with one (1) round of softdrinks or juice for 40 pax • Incentivized dinner buffet one (1) round of softdrinks or juice for 40 pax 	
5.	Day 2: <ul style="list-style-type: none"> • Heavy breakfast meal with beverage for 40 pax • Lunch set/buffet with one (1) round of soft drinks or juice for 40 pax • PM Snacks for 40 pax (on board) 	
6.	*Menu to be approved by the TPB *Should include chips, candies/mint, distilled or purified drinking water onboard.	
7.	CSR WELCOME KIT AND SOUVENIR <u>CSR Welcome Kit for 40 pax</u> <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 	

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8.	<i>*Supplier to provide proposed design subject to TPB's approval</i>	
9.	Program Souvenir for 40 pax Sustainable/eco-friendly and/or destination-based program souvenir amounting to Php950.00 per head (designs subject to TPB's approval.	
10.	INCENTIVIZED TOURS AND ACTIVITIES <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 	
11.	<i>*Proposed program should be aligned with TPB Banner Programs: Haji, Halal and Hilom.</i>	
12.	PHOTO/VIDEO COVERAGE <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 	
13.	TRAVEL INSURANCE Travel insurance with COVID-19 coverage of all the participants (40 pax)	
14.	ON-SITE RELATED EXPENSE Provision of incidental and other miscellaneous expenses amounting to Php20,000.00 (additional participants, equipment rental, communication expense, coordination meetings and other expenses)	

SIGNATURE OVER PRINTED NAME / DATE