

## **TECHNICAL SPECIFICATIONS**

### **SERVICE PROVIDER OF CULTURAL ENTERTAINMENT FOR THE ASIA PACIFIC OPERATIONAL RESEARCH SOCIETIES (APORS) 13<sup>th</sup> INTERNATIONAL CONFERENCE**

09-13 November 2022 | Richmond Hotel Eastwood City

#### **I. BACKGROUND**

The **Asia Pacific Operational Research Society (APORS)** is one of the regional groupings of the International Federation of Operational Research Societies (IFORS). Twelve member societies comprise the APORS network which includes Australia, China, Hong Kong, India, Iran, Japan, South Korea, Malaysia, Nepal, New Zealand, Singapore and the Philippines.

The conference with the theme, “Onwards to Recovery Through OR”, will commence with a city tour and welcome cocktail reception. Prominent OR practitioners, academicians, and businessmen have been invited by the organizers to deliver keynote speeches. Speakers and delegates from different parts of the world will share their work in the parallel sessions. There will be research presentations in the field of operations research, data analytics, sustainable management, and other related topics which are relevant in the post-pandemic environment.

The TPB, through its MICE Plus Program, is supporting the APORS International Conference through the sponsorship of a cultural show on 11 November 2022.

#### **II. OBJECTIVE**

It is the TPB’s mandate to market the Philippines as a major convention destination in Asia. As such, the TPB shall take charge of attracting, promoting, facilitating, and servicing large-scale events, national and international fairs and conventions, congress, exhibitions, incentives, travels, and the like.

#### **III. SCOPE OF WORK / SERVICES**

Specifications:

Event	APORS Dinner Reception
Date   Time	11 November 2022, Friday, Evening
Venue	TBA
Audience Profile	<u>100</u> Foreign Delegates mostly from Asian countries and <u>100</u> Local Delegates
Theme	Best of Philippine dances showing Luzon, Visayas and Mindanao culture.
Show Duration	15-20 minutes lively Philippine cultural dance presentation

1. The presentation should depict the best of Philippine music, songs, and dances in both traditional/cultural and contemporary genres in a fresh, dynamic, and unique approach, fit for an international audience.
2. The presentation should include snippets of Asian dances and songs should be part of the presentation to foster camaraderie with other Asian delegates.
3. The entertainment company must be flexible in dividing the dance presentation into sets as deemed fit in the program.
4. The presentation should be appropriate to the event and venue
5. The entertainment company shall provide the costumes and props necessary for the performances
6. Supplier shall arrange for, and shoulder, the performers' professional fees, and production assistants; travel and other expenses, land transportation, accommodation, meals, and other miscellaneous expenses, as needed
7. Supplier should coordinate with the venue ahead of time for the technical requirements of the performances, such as lights and sounds, audiovisual system, staging, emcee spiels (if any), schedule of the dry run, and other elements of the show

#### **IV. PROJECT IMPLEMENTATION SCHEDULE (Indicative)**

11 November 2022

#### **V. ADDITIONAL TECHNICAL/ELIGIBILITY REQUIREMENTS**

1. Must be a Filipino owned operated and legally registered Performing Group Provider under Philippine laws.
2. Must have a minimum of 3 years of experience in organizing medium-scale events and performances of dances ranging from folk, ballroom, modern and contemporary genres, featuring Filipino artists and talents
3. Must have expertise in the conceptualization and in the direction of performance in all fields of cultural dances
4. Participation in world dance competitions or cultural performances overseas in the past 3 years (submit listing)
5. Must have handled at least two (2) government projects/events (submit listing)
6. Must submit a company profile

#### **VI. APPROVED BUDGET FOR CONTRACT (BAC)**

The Approved Budget for the Contract (ABC) is **ONE HUNDRED TWENTY-FIVE THOUSAND PESOS ONLY (PHP125,000.00)** inclusive of all applicable fees and taxes.

## **VII. TERMS OF PAYMENT**

- A. Send bill arrangement
- B. Must submit in digital format photos of the performance
- C. Full payment 30 working days or after services are rendered in full/complete
- D. The following document should be submitted by the winning bidder for the processing of payment:
  - Statement of Account / Billing Statement with detailed costs for all services rendered to include management fee addressed to:  
  
Chief Operating Officer/Officer-in-Charge  
Tourism Promotions Board  
4/F Legaspi Towers 300, Roxas Blvd., Manila 1100
- E. Payment will be made through the Land Bank of the Philippines (LBP) account. Should the winning bidder not have an account in LBP, bank charges to a preferred alternate bank will be shouldered by the bidder.

## **VIII. CONTRACT DURATION**

One-time engagement and shall commence from the acceptance of the Notice to Proceed (NTP).

## **IX. PROJECT OFFICER'S CONTACT INFORMATION**

Contact Persons:

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