

## **TECHNICAL SPECIFICATIONS**

### **SERVICES OF A TOUR OPERATOR FOR THE 1<sup>st</sup> VISMIN TOURISM CONGRESS & TRAVEL SALE 13-15 July 2023, Waterfront Cebu City Hotel & Casino**

#### **I. BACKGROUND**

The 1<sup>st</sup> VISMIN Tourism Congress & Travel Sale will be hosted by The Hotel, Resort and Restaurant Association of Cebu, Inc. (HRRACI). Slated on 13-15 July 2023 at the Waterfront Cebu City Hotel & Casino, which expects to gather some 300 foreign and 5,000 local participants.

A newly launched tourism conference focused on the Visayas and Mindanao regions. The conference will host a diverse range of travel experts engaged in discussions about the future of the industry. Travel Sale event, on the other hand, which corresponds with the Tourism Congress, brings together travel enthusiasts and organizations selling vacation packages, flights, and hotel accommodations, as well as highlighting new destinations.

#### **II. OBJECTIVES**

The event aims to bring together tourism industry representatives from businesses, organizations and government sectors across the Visayas and Mindanao to participate and engage in a one of a kind tourism event in Cebu.

In view of this, the TPB is in need of the services of a DOT-Accredited Tour Operator to facilitate the necessary arrangements for one-day hotel accommodations and airfare ticket from Zamboanga City to Cebu and Cebu to Manila for Acting Head, MICE Department as representative of the COO, to attend the event as speaker.

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

##### **A.) Airfare Ticket**

Date	:	13 July 2023
Airport of Origin	:	Zamboanga City
Destination	:	Cebu City
ETD	:	1450H
ETA	:	1605H
Number of pax	:	1 pax

Date	:	14 July 2023
Airport of Origin	:	Cebu City
Destination	:	Manila
ETD	:	1755H
ETA	:	1930H
Number of Pax	:	1 pax

- Regular economy, rebookable and reroutable Domestic airline ticket
- 20kg baggage allowance via Philippine Airlines.
- Travel insurance inclusive of covid-19 coverage
- Provision of covid-19 Rapid Antigen Test upon arrival to Cebu and Manila

**B.) Accommodation**

- One (1) single room, overnight stay inclusive of breakfast
- Preferably in the official venue of the event, Waterfront Hotel Cebu City Hotel & Casino

**IV. PROJECT IMPLEMENTATION SCHEDULE**

<b>PARTICULARS</b>	<b>DATE</b>
Event Proper	14 July 2023
Hotel Accommodation	13-14 July 2023
Air Ticket	13-14 July 2023

**V. SPECIAL / ADDITIONAL TECHNICAL REQUIREMENTS**

The Tour Operator must be:

- A DOT-accredited establishment
- Duly registered with the Philippine Government Electronic Procurement System (PhilGEPS)
- Engaged in the business as a travel and tour operator for at least three (3) years at the date and time of submission of bids
- At least three (3) years of experience and expertise in inbound (domestic) travel

**VI. APPROVED BUDGET FOR THE CONTRACT (ABC)**

The ABC is **SIXTY THOUSAND PESOS ONLY (PHP 60,000.00)** inclusive of all applicable taxes and fees.

**VII. TERMS OF PAYMENT**

Send bill arrangements to the Tourism Promotions Board. Final payment in 30 days upon receipt of invoice, billing, and/or other pertinent documents

- Statement of Account / Billing Statement addressed to:

**MARIA MARGARITA MONTEMAYOR NOGRALES**

Chief Operating Officer, Tourism Promotions Board

4/F Legaspi Towers 300, Roxas Blvd., Manila 1100

**VIII. CONTRACT DURATION**

One-time engagement and shall commence from the issuance of the Notice to Proceed (NTP) until full/complete delivery of requirements.

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

For particulars, please contact the following MICE Project Officers:

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