

## **TERMS OF REFERENCE**

### **MIMAROPA Peace Village Development Project – Initial Assessment of Palaw'an Community in Brooke's Point, Palawan**

#### **I. Objectives:**

- a) Convergence with various NGAs and LGUs in the planning and implementation of plans, programs, and projects for peace village;
- b) Strengthening cultural identities through tourism developments;
- c) Promotion of gender-sensitive community and women empowerment;
- d) Safety and security initiatives among communities;
- e) Promotion of Child safe tourism with Non-Government Organizations;
- f) Conduct of human capability trainings;
- g) Preservation of cultural identities and local livelihood;
- h) Enhance equitable distribution of income through the identification of potential or existing local products for development; and
- i) Boost tourism attractions and activities through peace village

#### **II. Scope of Service:**

The service provider should be able to provide the transportations, transfers, meals, accommodation and courier with the following specifications:

##### **A. General Requirements**

- Service Provider should be a DOT-Accredited Tour Operator
- Inclusive Date: August 22 to 24, 2022
- Amenable to send-bill arrangement/government procedure
- Price quotation should be denominated in the Philippine Peso and inclusive of 12% VAT and all other applicable taxes and charges. Price validity shall be for a period of one hundred twenty (120) calendar days.
- Tour Operator must be based in NCR or MIMAROPA Region

##### **B. Documentary Requirements**

1. Mayor's/Business Permit
2. Proof of PhilGEPS Registration
3. Omnibus Sworn Statement
4. DOT Accreditation Certificate

*Note: All documentary requirements and proposal shall be sent via e-mail at [tdd.mimaropa@gmail.com](mailto:tdd.mimaropa@gmail.com)*

#### **III. SCOPE OF WORK/DELIVERABLES:**

##### **A. Airfare**

1. Manila – Puerto Princesa – Manila
  - August 22 and 24, 2022 for 2 pax (2 DOT Staff)

## **B. Transportation (Van Hire)**

- Air-conditioned van (at least 12-seater) with stored supplies of face mask, alcohol (sanitation kits) and first aid kit;
- Driver must conform to the following itinerary:
  - ✓ Whole day van rental (10 hours) within Puerto Princesa and Brooke's Point x 3 days x 1 van

## **C. Meals and Accommodation**

Specifications/Inclusions:

- Breakfast, Lunch, and Dinner for two (2) persons and two (2) single rooms on a DOT-Accredited Accommodation Establishment in Brooke's Point, Palawan for 3D2N nights (August 22-24, 2022)

## **D. Courier Fee for Care Kits**

Specifications/Inclusions:

- Forty kilograms (40kgs) of courier to ship at Brooke's Point

## **IV. APPROVED BUDGET FOR THE CONTRACT**

Total budget allocation is **Sixty-Five Thousand Nine Hundred Seventy-Two Pesos Only (Php 65,972.00)**, inclusive of taxes and fees.

The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

## **V. PAYMENT SCHEMES**

Terms of payment to the winning bidder shall be in accordance with the government procedure (send bill arrangement). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.

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