

TERMS OF REFERENCE

MIMAROPA PEACE VILLAGE DEVELOPMENT PROJECT – INITIAL ASSESSMENT IN MINDORO ISLAND

Objectives:

The project will greatly help the promotion of peace and order in the various community in the identified areas. This is also in line with the department's initiative in promoting safety and security in every destination of the country.

- Strengthening cultural identities through tourism developments;
- Promotion of gender-sensitive community and women empowerment;
- Safety and security initiatives among communities;
- Conduct of human capability trainings;
- Preservation of cultural identities and local livelihood;
- Enhance equitable distribution of income through the identification of potential or existing local products for development; and
- Boost tourism attractions and activities through peace village

I. Scope of Service

A. General Requirements

- Service Provider should be a DOT-Accredited Tour Operator
- Inclusive Date: August 30 – September 3, 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 Region IVB (MIMAROPA)

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

C. Specific Requirements

C.1 Transportation (Airfare)

- Roundtrip airline tickets of Manila and San Jose, Occidental Mindoro good for two (2) pax (August 30 and September 3, 2022) with 20kgs baggage allowance per pax

C.2 Transportation (Van Rental)

- Air-conditioned van with stored supplies of face mask, face shield, and alcohol (sanitation kits);
- Must conform to the following itinerary:
- ✓ Whole day one (1) van rental (10 hours) within Mindoro Island (San Jose, Magsaysay, Bulalacao, and Mansalay) x 5 days

C.3 Accommodation

- Must be DOT-Accredited Accommodation Establishment
- Must provide single or twin-sharing occupancy room accommodation for August 30 - September 3, 2022 5D4N (2 pax)
- Must have a stable WIFI connection
- Must have a 24-Hour Security

C.4 Meals

- Breakfast, Lunch, Dinner good for 5 days for five (5) persons (August 30, 2022 - September 3, 2022)

C.5 Courier Fee for Travel Care Kits

- 100 kilograms (100kgs) of courier to ship to San Jose, Occidental Mindoro

II. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract is **ONE HUNDRED FIVE THOUSAND FIVE HUNDRED PESOS (₱105,500.00)** inclusive of all government taxes and charges.

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

III. 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.

IV. CONTACT PERSON

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