

**OFFICE OF TOURISM STANDARDS AND REGULATION
STANDARDS DEVELOPMENT DIVISION**

TERMS OF REFERENCE

I. Project Title : GROUND HANDLING SERVICES FOR THE ONSITE VALIDATION OF ASEAN NOMINEES TO THE 2023 ASEAN TOURISM STANDARDS AWARDS IN REGION IVB AND REGION X

II. Purpose/Objective

The Office of Tourism Standards and Regulation is in need of the services of a Travel and Tour Agency/Travel Agency/Tour Operator in the Philippines engaged in the business of ground handling, and or coordination with different tourism establishments.

1. To conduct onsite validation of ASEAN Nominees to the 2023 ASEAN Tourism Standards Awards.

III. Minimum Requirements for Suppliers

- Must be a DOT accredited Travel and Tour Agency/Travel Agency/Tour Operator
- Regular fare (not promo fare)
- Must be willing to provide services on a send-bill arrangement

IV. Scope of Work and Deliverables

LOT I. PUERTO PRINCESA CITY, PALAWAN SITE VALIDATION - Php 34,891.20

A.1 Airline Tickets

FLIGHT DETAILS	PASSENGER DETAILS	REQUIREMENTS
October 22, 2022 CEB-PPS 11:00 AM – 12:40 PM	1. NAME: MARISSA VICTORIA C. CLAUSTRO (a) Birthday: November 11, 1971 (b) Email: mariz.claustro@gmail.com (c) Contact Number: 09279001725 / 09092088999 / 09669587451 (d) Get Go No.:3002266702 (e) Mabuhay Miles: 380729613	Inclusive of: <ul style="list-style-type: none">• 20 kilos baggage allowance• Travel Insurance
October 23, 2022 PPS-MNL 07:10 AM – 08:30 AM	2. NAME: ANGELICA PAULA S. LAPEÑA (a) Birthday: March 13, 1996 (b) Email: angellapena.dot@gmail.com (c) Contact Number: 0995 766 8655 (d) Get Go No.: 8110008000176381 (e) Mabuhay Miles: 00227867905	

Received:
07.X.2022
1:05 pm