

TERMS OF REFERENCE

CHALLENGE ACCEPTED: MARINDUQUE CYCLING EXPERIENCE

I. Objectives:

1. Regain confidence in safe travel in Philippine destinations while slowly re-opening the economy from the tourism industry.
2. Develop an exciting tourism circuit that focuses on nature-based tourism within the province of Marinduque through cycling tours.
3. Promote existing and new nature-based tourism sites and activities for adventure, nature lovers and domestic travelers in the new normal scheme.
4. Support the LGUs and stakeholders in linking tourism products to other segments of the value chain.
5. Further promote new and emerging products in the region.

II. Scope of Service:

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

A. General Requirements

- Service Provider should be a DOT-Accredited Tour Operator based in MIMAROPA and NCR
- Inclusive Date: January 09 – 13, 2023
- 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.

B. Documentary Requirements

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

Note: All documentary requirements and proposal shall be sent via e-mail at dot4b.secretariat@gmail.com

C. Specific Requirements

C.1 Transportation (Van Hire via RoRo)

- Air-conditioned van (at least 12-seater) with stored supplies of face mask, alcohol, tissue (sanitation kits); medicine kit and
- Round-trip van hire via RoRo for MNL-MRQ-MNL good for twenty (20) pax (January 09 & 13, 2023) x 4 vans

C.2 Transportation (Van Rental)

- Air-conditioned van (at least 12-seater) with stored supplies of face mask, alcohol, tissue (sanitation kits); medicine kit and
- Must conform to the following itinerary:
 - Whole day van rental within Marinduque x 5 days x 4 vans

C.3 Transportation (Boat Rental)

- Must conform to the following itinerary:
 - Whole day boat hire in Marinduque Islands x 2 boats

C.4 Meals

Requirements for meals shall include the following:

- Breakfast, Lunch, Dinner good for 5 days for twenty (20) persons (January 09 - 13, 2023)
- Meals for Local Government Units and Production Team for ten (10) persons (January 09, 2023)

C.5 Meals and Venue

Requirements for meals and venue shall include the following:

- Lunch, AM and PM Snacks good for 1 day for forty (40) persons (January 12, 2023)
- Venue with forty (40) persons capacity and projector with wireless microphone / sound system.
- Free flowing of coffee and tea.

C.6 Collaterals

- Twenty-five (25) packs containing:

✓ Bamboo Tumbler

Materials: 500ml, Natural bamboo exterior with stainless steel inside, Double wall vacuum insulated, for hot or cold drinks (Good for up to 3 to 6 hours), Spill proof, engraved customized logo, and Eco friendly (See Annex A)

✓ Sanitary Kits

Materials: Alcohol with 70% Solution (150 ml), Mask (Surgical Face Masks, 5 pcs), Travel Paper Soap, Insect repellent, sun block (with SPF 50 PA++ UVA/UVB protection) and wet wipes in durable travel pouch. (See Annex A)

✓ Customized Dry fit Shirt for cycling

Materials: Premium Quality t-shirt, round neck t-shirt, short sleeves t-shirt, sublimation print t-shirt, and Regular fit t-shirt
Design: (See Annex A)

✓ Arm Sleeves

Breathable, sweat-absorbent, cooling, sun protection, soft and comfortable,
Size Details : One Size, normally fit weight 40-90 kg
Customized design (See Annex A)

✓ Dry-Fit Cap

Water resistant material, UV protection with a lightweight and soft premium fabric. Durable construction and custom fit with adjustable buckle. Good for all types of activities. Color Must be dark blue, black or white (See Annex A)

✓ Outdoor Waterproof Hiking Bag

At least 10L capacity, About 280g, Size: 40*26*9cm. Water repellent and tear resistant nylon fabric, High quality zippers, Breathable padded back panel, Waist pack for cell phone, keys, small accessories. With multiple pouches, high-quality and durable material. With water bottle pocket. Suitable for outdoor activities such as hiking, biking etc. (See Annex A)

C.7 Load Card

- ✓ One (1) Php 300.00 load card for the main project officer and one (1) Php 150.00 for the support project officer.

C.8 Accommodation

- Must be DOT-Accredited Accommodation Establishment in Boac, Marinduque
- Must provide room accommodation for the following:
 - January 09 - 13, 2023 5D4N (20 pax)
- Must have a stable WIFI connection
- Must have a 24-Hour Security

C.9 Travel Insurance

- Travel Insurance for twenty (20) pax

IV. Budget

Total budget allocation is **Six Hundred Ninety-Six Thousand Pesos Only (P696,000.00)**, 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.

VII. 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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“Annex A”

Tumbler

Materials: 500ml, Natural bamboo exterior with stainless steel inside, Double wall vacuum insulated, for hot or cold drinks (Good for up to 3 to 6 hours), Spill proof, engraved customized logo, and Eco friendly



Sanitary Kits

Materials: Alcohol with 70% Solution (150 ml), Mask (Surgical Face Masks, 5 pcs), Travel Paper Soap, Insect repellent, sun block (with SPF 50 PA++ UVA/UVB protection) and wet wipes in durable travel pouch.

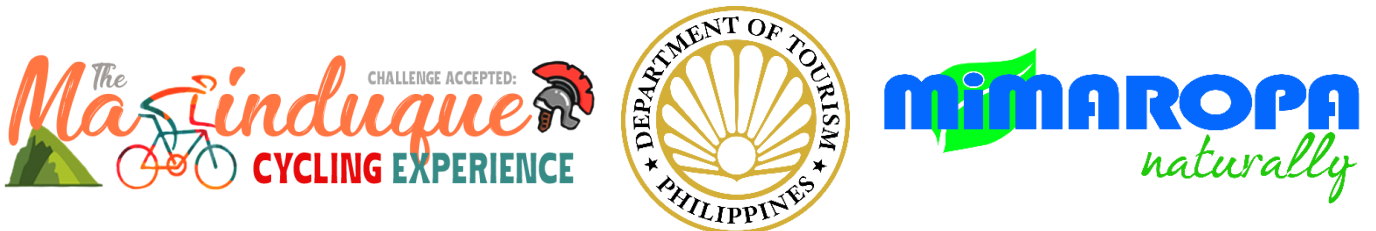


Customized Dry fit Shirt for cycling

Materials: Premium Quality t-shirt, round neck t-shirt, short sleeves t-shirt, sublimation print t-shirt, and Regular fit t-shirt



Logos:



Arm Sleeves

Breathable, sweat-absorbent, cooling, sun protection, soft and comfortable,

Size Details : One Size, normally fit weight 40-90 kg

Customized design





Dry-fit Cycling Cap

Materials: Spring & Summer Cycling Cap Breathable & Cool Serves, As A Helmet Lining Exquisite Ice Silk Fabric Outdoor Sun Protection Use with Helmet High Elasticity and Comfort

Color: Dark Blue, black or white



Outdoor Sports Hiking Waterproof Backpack

At least 10L capacity, About 280g, Size: 40*26*9cm. Water repellent and tear resistant nylon fabric, High quality zippers, Breathable padded back panel, Waist pack for cell phone, keys, small accessories. With multiple pouches, high-quality and durable material. With water bottle pocket. Suitable for outdoor activities such as hiking, biking etc. Color must be black



A Style
Grey Bag Only
10L