

TERMS OF REFERENCE

MINDORO LOOP MOTORBIKE 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 Mindoro Island through motorbike 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: February 13 - 17, 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: Manila-Batangas Pier-Manila)

- Air-conditioned van (at least 12-seater) with stored supplies of face mask, alcohol, tissue (sanitation kits); medicine kit and
- Round-trip van hire from MNL-Batangas Pier-MNL good for twenty (20) pax (February 13 & 17, 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 Mindoro x 5 days x 4 vans

C.3 Transportation (Boat Rental)

- Must conform to the following itinerary:
 - Boat hire in Bulalacao and Sablayan x 3 boats

C.4 Water Taxi

- Roundtrip water taxi transportation from Batangas Pier – Muelle Puerto Galera Pier – Batangas Pier x 2 boats

C.5 Air Fare

- San Jose, Occidental Mindoro – Manila (SJI-MNL)
 - February 17, 2023 for 20 pax
 - Inclusive of 20kgs check-in baggage allowance

C.6 Meals

Requirements for meals shall include the following:

- Breakfast, Lunch, Dinner good for 5 days for twenty-five (25) persons (February 13 - 17, 2023)

C.7 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 (February 16, 2023)
- Venue with forty (40) persons capacity and projector with wireless microphone / sound system.
- Free flowing of coffee, tea and water.

C.8 Collaterals

- Twenty-five (25) packs containing:

- ✓ Vacuum Insulated Stainless Steel Drinking Water

Specifications: 14oz Wide mouth w/ flip cap Bottle. Stainless Steel, Double-wall vacuum insulated for hot or cold drinks, Leak proof, BPA Free, 12 hours hot; 24 hours cold, Durable

- ✓ 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)

✓ DryBag

Durable Material, Ensures that your electronic gadgets, your essentials, and your personal belongings are safe and dry. 20L volume capacity. Suitable for outdoor activities such as hiking, biking etc. (See Annex A)

C.9 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.10 Accommodation

- Must be a DOT-Accredited Accommodation Establishment
- Must provide room accommodation for the following:
 - February 13 - 17, 2023 5D4N (20 pax)
- Must have a stable WIFI connection
- Must have a 24-Hour Security

IV. Budget

Total budget allocation is **Seven Hundred Thirty-Two Thousand Pesos Only (P732,000.00)**, 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”

Vacuum Insulated Stainless Steel Drinking Water

Specifications: 14oz Wide mouth w/ flip cap Bottle. Stainless Steel, Double-wall vacuum insulated for hot or cold drinks, Leak proof, BPA Free, 12 hours hot; 24 hours cold, Durable



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



Drybag

Durable Material, Ensures that your electronic gadgets, your essentials, and your personal belongings are safe and dry. 20L volume capacity. Suitable for outdoor activities such as hiking, biking etc. (See Annex A)

Color must be black

