

## TERMS OF REFERENCE

### -Airline tickets-

### Tourist Rest Area (TRA) Groundbreaking in Roxas, Palawan

December 14 to 17, 2022

#### I. Scope of Service

The service provider should be able to provide the roundtrip airplane tickets, with the following specifications:

##### A. General Requirements

- Service Provider should be a DOT-Accredited Tour Operator
- Inclusive Date: December 14 to 17, 2022
- Amenable to send-bill arrangement/government procedure
- Price quotation should be denominated in the Philippine Peso, including 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 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 proposals shall be sent via e-mail at [tdd.mimaropa@gmail.com](mailto:tdd.mimaropa@gmail.com) and [dot4b.bacsecretariat@gmail.com](mailto:dot4b.bacsecretariat@gmail.com)

##### C. Specific Requirements

Roundtrip Airplane Tickets for four (4) persons:

December 14, 2022 – Manila to Puerto Princesa City  
ETD MNL 8:05AM  
ETA PPS 9:40AM

December 16, 2022 – Puerto Princesa City to Manila  
ETD PPS 8:40PM  
ETA MNL 10:10PM

Or

December 17, 2022 – Puerto Princesa City to Manila  
ETD PPS 7:20AM  
ETA MNL 8:40AM

*\*To include 20kg baggage allowance for each pax and travel insurance*

## **II. Approved Budget for the Contract**

The Approved Budget for the Contract is **SEVENTY-TWO THOUSAND EIGHT HUNDRED PESOS (₱72,800.00)** 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**

**FAYE ANGELI A. REYES**

Tourism Development Division

DOT MIMAROPA

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