

## TERMS OF REFERENCE

### **Product Audit and Assessment of Tourism Products for Inclusion in Regional Circuit Development Plan (RCDP)**

*Oriental Mindoro, Occidental Mindoro, Marinduque and Romblon (MIMARO)*

#### **Objectives:**

- Assess the status of the existing tourism products of the region and provinces which can be connected through a circuit
- Expand product development initiatives by doing tourism product reviews
- Identify existing and new routes in support for the tourism circuit development
- GIS Mapping of sites and destinations

#### **I. Scope of Service**

The service provider should be able to provide the transportation, accommodation, meals, transfers, RT-PCR Test and antigen services, and load cards with the following specifications:

##### **A. General Requirements**

- Service Provider should be a DOT-Accredited Tour Operator
- Inclusive Date: February to March 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 MIMARO Provinces

##### **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](mailto:tdd.mimaropa@gmail.com)*

##### **C. Specific Requirements**

There will be four (4) scheduled assessments, one for each MIMARO Provinces. The following are the specific requirements for each schedule that will be conducted.

###### **C.1 Transportation to and from destination (Airfare or boat fare)**

- Round-trip flight or boat trip from Manila to and from Marinduque, Oriental Mindoro, Occidental Mindoro and Romblon good for two (2) pax for each trip, with schedule below:

<b>Location</b>	<b>Product Audit/Assessment</b>
Oriental Mindoro	February 14-18
Occidental Mindoro	February 28-March 4
Marinduque	March 14-18
Romblon	March 28-April 1

### **C.2 Transportation (Van and boat rental)**

- Manila to Lucena or Batangas Seaport and within the provinces
- Air-conditioned van with stored supplies of PPEs
- Drivers must have negative anti-gen test result prior travel; and
- Must conform with the itinerary to be provided

### **C.3 Accommodation and Meals**

Twin room accommodation for 2 pax for 4 nights inclusive of meals breakfast, lunch and dinner

### **C.5 Load Card**

- One (1) Php 300.00 load card

### **C.6. RT-PCR or AntigenTest**

- RT-PCR or Antigen Test for two (2) pax by a DOH-Accredited Facility (will depend on the LGU requirement)

## **II. APPROVED BUDGET FOR THE CONTRACT**

The Approved Budget for the Contract is **SIX HUNDRED FORTY-ONE THOUSAND FOUR HUNDRED PESOS (PhP 641,400.00)** 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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