

**TERMS OF REFERENCE**  
**SUROY SUROY SUGBU: ENCHANTING CAMOTES**

**Objectives:**

1. Adapt the Suroy Suroy Sugbo in line with the Secretary's vision of developing the Philippine Experience Program: Culture, Heritage, and Arts Caravans in various destinations in the country which highlights culture-based tourism products to instill a sense of "Pride of Place"
2. Regain confidence to the tourism industry in Philippine destinations
3. Cover and further promote the various festivals and its existing and new tourism products thereby contribute to the improvement of management plans for the tourism products in MIMAROPA
4. Conduct product audit on the destination and hold an assembly with the invited stakeholders for coordinating protocols and exchanging market updates

**I. Scope of Service**

The service provider should be able to provide the transportations and transfers with the following specifications:

**A. General Requirements**

- Service Provider should be a DOT-Accredited Tour Operator
- Inclusive Date: April 14 and 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.
- Tour Operator must be based in NCR, MIMAROPA, Central Visayas Region

**B. Documentary Requirements**

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

**C. Specific Requirements**

**1. Transportation (Airfare)**

- Roundtrip flight ticket with 20 kgs baggage allowance per pax to MNL-CEB-MNL for four (4) pax (April 14 - 17, 2023)
- One way flight ticket with 20 kgs baggage allowance to CEB-PPS for one (1) pax (April 17, 2023)

**2. Transportation (Van Rental)**

- Air-conditioned tourist van transport with stored supplies of face mask, face shield, and alcohol (sanitation kits);
- Must conform to the following itinerary:
  - > Whole day van rental within Cebu x 2Days (April 14 and 17, 2023 x 1 van

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

The Approved Budget for the Contract is **NINETY THOUSAND NINE HUNDRED TWENTY-THREE PESOS (P90,923.00)** 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**

### **MARC RAMIRO R. ORTIZ LUIS**

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