

Date: June 21, 2023

GENTLEMEN:

**REQUEST FOR QUOTATION**

Kindly quote to us your latest price(s) on the following item(s):

QUANTITY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE																				
<b>1 (ONE)</b>	<b>LOT</b>	<b>GROUND HANDLING AND TRANSPORT SERVICES (TOUR OPERATOR AND/OR TRAVEL AND TOUR AGENCY)</b>																					
		<b>Project Name : DOT REGIONAL DIRECTORS' HOP-ON HOP-OFF TRAVEL BY HUB TOUR OF MAKATI CITY</b>																					
		<p><b>BRIEF BACKGROUND:</b></p> <p>The Hop-On Hop-Off Bus Tours or simply HOHO Bus Tours is the first in the National Capital Region, and the first in the country. The grand launch took place in Makati City last May 28, 2023 and in general it provides group and individual travelers convenience and flexibility. The brainchild of the Department of Tourism National Capital Region would enable travelers to experience a seamless, contactless transport and tour booking system at a very decent and affordable price.</p> <p>The Department of Tourism Regional Directors' pilot Hop-on Hop-off tours of Makati City aims to orient and give a first-hand tour information to all the heads of the regional offices of the department that will allow them to have an exceptional experience and immerse themselves in the city's unique heritage. The Makati Hop-on Hop-off bus tours will have eight (8) stops : Glorietta 2, Washington Sycip Park, RCBC Plaza, Circuit Makati, Century City, Museo ng Makati, Rockwell Center and Ayala Triangle.</p>																					
		<p><b>DATE OF ENGAGEMENT:</b></p> <p><b>June 27, 2023 (half-day tour only)</b></p>																					
		<p><b>TECHNICAL SPECIFICATIONS AND BUDGETARY BREAKDOWN:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">PARTICULARS</th> <th style="width: 50%;">ESTIMATED UNIT PRICE</th> </tr> </thead> <tbody> <tr> <td>** 1 (one) unit of Bus ,to include <b>payment/fees of participants corresponding to the existing rate</b> of the Hop On Hop off Travel By Hubs</td> <td style="text-align: right;">-P990.00 x 35 pax = <b>34,650.00</b></td> </tr> <tr> <td>** Provision of <b>Tour Guide</b> during the course of tour ( on-board and walk about tour)</td> <td style="text-align: right;"><b>-3,500.00</b></td> </tr> <tr> <td>** Provision of <b>Buffet Lunch</b> for 35 pax in a decent restaurant located in Glorietta 2</td> <td style="text-align: right;">-P1,200.00 x 35 pax = <b>42,000.00</b></td> </tr> <tr> <td>** Souvenir items for the 35 participants (statement fans, Auro Dark Chocolate and Eng Bee Tin Hopia Products – specifically 4 packs of diced hopia )</td> <td style="text-align: right;">P1,500 x 35 pax = <b>52,500.00</b></td> </tr> <tr> <td>** Provision of sufficient amount of <b>bottled water for the participants</b></td> <td style="text-align: right;">P345.00/box x 2 boxes = <b>690.00</b></td> </tr> <tr> <td>** Provision of wet wipes, tissue, spray alcohol and individually packed face mask – Mcbride brand</td> <td style="text-align: right;">Wet wipes 35 pcs x 35.00= <b>1,225</b></td> </tr> <tr> <td></td> <td style="text-align: right;">Tissue 35 pcs x 30.00 = <b>1,050.00</b></td> </tr> <tr> <td></td> <td style="text-align: right;">Spray alcohol small 35 pcs x 30.00 = <b>1,050.00</b></td> </tr> <tr> <td></td> <td style="text-align: right;">Mcbride individually packed face masks 35 pcs x 17.00 = <b>595.00</b></td> </tr> </tbody> </table>	PARTICULARS	ESTIMATED UNIT PRICE	** 1 (one) unit of Bus ,to include <b>payment/fees of participants corresponding to the existing rate</b> of the Hop On Hop off Travel By Hubs	-P990.00 x 35 pax = <b>34,650.00</b>	** Provision of <b>Tour Guide</b> during the course of tour ( on-board and walk about tour)	<b>-3,500.00</b>	** Provision of <b>Buffet Lunch</b> for 35 pax in a decent restaurant located in Glorietta 2	-P1,200.00 x 35 pax = <b>42,000.00</b>	** Souvenir items for the 35 participants (statement fans, Auro Dark Chocolate and Eng Bee Tin Hopia Products – specifically 4 packs of diced hopia )	P1,500 x 35 pax = <b>52,500.00</b>	** Provision of sufficient amount of <b>bottled water for the participants</b>	P345.00/box x 2 boxes = <b>690.00</b>	** Provision of wet wipes, tissue, spray alcohol and individually packed face mask – Mcbride brand	Wet wipes 35 pcs x 35.00= <b>1,225</b>		Tissue 35 pcs x 30.00 = <b>1,050.00</b>		Spray alcohol small 35 pcs x 30.00 = <b>1,050.00</b>		Mcbride individually packed face masks 35 pcs x 17.00 = <b>595.00</b>	
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		<p><b>Minimum requirements of Tour Operator:</b></p> <p>A. Must be accredited by the DOT and must abide to the Memorandum Circular on the Health and Safety Guidelines Governing the Operations of Travel and Tour Agencies and Tour Guides under the New Normal;</p> <p>B. Provision of first aid medical kit for the group;</p> <p>C. Willing to provide services on send-bill arrangement.</p>																					

		<b>Approved Budget for the Contract (ABC)</b> <b>Pesos: One Hundred Thirty Seven Thousand Two Hundred Sixty (Php Php 137,260.00).</b> <i>inclusive of taxes and is subject to appropriate government taxes.</i>	
		<b>Documentary Requirements to be submitted:</b> 1. Valid Mayor's/Business Permit; 2. PhilGEPS Registration Number; 3. Duly notarized original and certified true copy of Omnibus Sworn Statement; 4. DOT Accreditation Certificate	
		<b>CONTACT PERSON/S:</b> <b>MARIVILLE P. RAMOS</b> 09164340478 <b>CECILE F. TIANTES</b> 09194150022	
		Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in <u>three (3) original sets</u> IN A <b>SEALED ENVELOPE</b> to this office address:  DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City	
		Note: Deadline of submission is on <b>June 26, 2023 @ 8:00 am</b>	

This office desires to place an order for the above item(s) with the minimum delay. Your firm quotation will help us very much in placing the order.  
Thank you.

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**PRINT NAME OF DEALER/SUPPLIER**

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**ADDRESS OF DEALER/SUPPLIER**

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**CONTACT NUMBER(s)**

**TIN:** \_\_\_\_\_

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**LANDBANK ACCOUNT NUMBER**

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**AUTHORIZED SIGNATURE OVER PRINT NAME**