

Date: August 2, 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</b>	<b>LOT</b>	<b>AIR, GROUND HANDLING, AND TRANSPORT SERVICES (TOUR OPERATOR AND/OR TRAVEL AND TOUR AGENCY)</b>																																	
		<b>PROJECT NAME : STRATEGIC PLANNING WORKSHOP FOR SUB-PRODUCTS DENTAL TOURISM CLUSTER</b>																																	
		<b>IMPLEMENTATION DATE: August 10-11, 2023</b>																																	
		<p><b>BRIEF BACKGROUND</b></p> <p>The Department of Tourism (DOT) has identified health tourism as one of the product portfolios of tourism through the 2016-2022 and 2023-2028 National Tourism Development Plan. Aligned with the DOT's thrust, the Office of Product and Market Development through the Product Planning and Development Division (OPMD-PPDD) and the health tourism stakeholders are actively working together for the development of the three sub-products of the industry, particularly, medical, wellness and dental tourism in the country.</p>																																	
		<p><b>OBJECTIVES:</b></p> <ol style="list-style-type: none"> <li>1. To equip the potential stakeholders with necessary knowledge and tools for the development of their services/treatment as a growing sub-product of health tourism in the country.</li> <li>2. To strengthen the participation of the dental cluster in the DOT-Philippine Health Tourism Program.</li> <li>3. To position the National Capital Region as medical and wellness destination in the country.</li> </ol>																																	
		<p><b>TECHNICAL SPECIFICATIONS/ DELIVERABLES:</b></p> <p><b>A. Air Travel for the invited Stakeholders from Cebu and Davao</b></p> <p>Air travel for the 14 pax on the following dates and details:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 35%;">Cost per way</th> <th style="width: 15%;">Baggage Allowance</th> <th style="width: 35%;">Total</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">August 10, 2023</td> <td style="vertical-align: top;">           Davao-Manila            Php 7,965.00 + Php 3,186.00            (40% Surcharge)            = Php 11,151.00/pax x 4 Pax         </td> <td style="vertical-align: top;">7 kgs hand carry</td> <td style="vertical-align: top;">           Php 11,151.00/pax x 4 Pax = Php            44,604.00         </td> </tr> <tr> <td></td> <td style="vertical-align: top;">           Cebu-Manila            Php 7,031.00 + Php 2,812.40            (40% Surcharge)            = Php 9,843.40/pax x 10 Pax         </td> <td></td> <td style="vertical-align: top;">           Php 9,843.40/pax x 10 Pax = Php            98,434.00         </td> </tr> <tr> <td></td> <td colspan="3" style="text-align: center;">Must depart Cebu and Davao at 4-5AM NN and arrive by 6AM at Manila</td> </tr> <tr> <td style="vertical-align: top;">August 11, 2023</td> <td style="vertical-align: top;">           Manila-Davao            Php 7,377.00 + Php 2,950.00            (40% Surcharge)            =Php 10,327.80/pax x 4 Pax         </td> <td style="vertical-align: top;">7 kgs hand carry</td> <td style="vertical-align: top;">           Php 10,327.80/pax x 4 Pax = Php            41,311.20         </td> </tr> <tr> <td></td> <td style="vertical-align: top;">           Manila-Cebu            Php 7,599.00 + Php 3,039.60            (40% Surcharge)            = Php 10,638.60/pax x 10 Pax         </td> <td></td> <td style="vertical-align: top;">           Php 10,638.60/pax x 10 Pax =            Php 106,386.00         </td> </tr> <tr> <td></td> <td colspan="3" style="text-align: center;">Must depart Manila at 7-8PM</td> </tr> <tr> <td></td> <td style="text-align: center;"><b>TOTAL</b></td> <td></td> <td style="text-align: center;"><b>Php 290,735.20</b></td> </tr> </tbody> </table> <p><b>B. Transportation</b></p> <p>Three (3) units of Van for Land Transfer</p> <ol style="list-style-type: none"> <li>1. Two (2) Vans for Airport Transfers of the participants from Cebu and Davao (Airport-Venue-Airport)</li> <li>2. One (1) Van for pick-up of DOT Staff (DOT Office-Venue-DOT Office)</li> </ol> <p>Inclusive dates: August 10-11, 2023</p> <ul style="list-style-type: none"> <li>- 12 hours use of van</li> <li>- Three (3) units of air-conditioned van</li> <li>- Inclusive of: Driver, Driver's Meals, Fuel, Parking, Toll Fees, Driver's Fee</li> <li>- Driver must be fully vaccinated</li> <li>- 8,000/day x 2 days x 3 Vans = <b>Php 48,000.00</b></li> </ul>	Date	Cost per way	Baggage Allowance	Total	August 10, 2023	Davao-Manila Php 7,965.00 + Php 3,186.00 (40% Surcharge) = Php 11,151.00/pax x 4 Pax	7 kgs hand carry	Php 11,151.00/pax x 4 Pax = Php 44,604.00		Cebu-Manila Php 7,031.00 + Php 2,812.40 (40% Surcharge) = Php 9,843.40/pax x 10 Pax		Php 9,843.40/pax x 10 Pax = Php 98,434.00		Must depart Cebu and Davao at 4-5AM NN and arrive by 6AM at Manila			August 11, 2023	Manila-Davao Php 7,377.00 + Php 2,950.00 (40% Surcharge) =Php 10,327.80/pax x 4 Pax	7 kgs hand carry	Php 10,327.80/pax x 4 Pax = Php 41,311.20		Manila-Cebu Php 7,599.00 + Php 3,039.60 (40% Surcharge) = Php 10,638.60/pax x 10 Pax		Php 10,638.60/pax x 10 Pax = Php 106,386.00		Must depart Manila at 7-8PM				<b>TOTAL</b>		<b>Php 290,735.20</b>	
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		<p><b>C. Workshop Supply Essentials</b>  40 Sets of Workshop Supplies/Participants Kit must include the following:</p> <ul style="list-style-type: none"> <li>- Bag</li> <li>- Ballpen</li> <li>- ID and case</li> <li>- ID Lace/Lanyard</li> <li>- Notebook</li> <li>- Health and safety essentials</li> <li>- Php 500 / kit x 40 participants = <b>Php 20,000.00</b></li> </ul>	
		<p><b>APPROVED BUDGET FOR THE CONTRACT</b>  <b>PHP Php 358,735.20</b>  <b>Pesos: Three Hundred Fifty Eight Thousand Seven Hundred Thirty Five and 20/100 only</b>  <i>inclusive of taxes and is subject to appropriate government taxes.</i></p>	
		<p><b>MINIMUM REQUIREMENTS FOR SUPPLIERS</b></p>	
		<p>A. A Philippine based registered Tour Operator and/or Travel Agency;  B. 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;  C. Must allow flexible rebooking dates for accommodation with minimal fees, if applicable;  D. Provision of first aid medical kit for the group;  E. Willing to provide services on send-bill arrangement.</p>	
		<p><b>Documentary Requirements to be submitted:</b></p> <ol style="list-style-type: none"> <li>1. Valid Mayor's/Business Permit</li> <li>2. PHILGEPS Registration</li> <li>3. Duly notarized Omnibus Sworn Statement</li> <li>4. DOT Accreditation Certificate</li> </ol>	
		<p><b>TERMS OF PAYMENT</b>  100% billing after delivery of services a send bill arrangement and certification from the project officer of services rendered</p>	
		<p><b>Contact Persons:</b>  MS. COLLINS KARLA E TELMO  cetelmo@tourism.gov.ph</p>	
		<p>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:</p> <p>DOT NCR BAC SECRETARIAT  Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat  2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City</p>	
		<p>Note: Deadline of submission is on <b>August 7, 2023 @ 8:00 am</b></p>	

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.

\_\_\_\_\_  
**PRINT NAME OF DEALER/SUPPLIER**

\_\_\_\_\_  
**ADDRESS OF DEALER/SUPPLIER**

\_\_\_\_\_  
**CONTACT NUMBER(s)**

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

\_\_\_\_\_  
**LANDBANK ACCOUNT NUMBER**

\_\_\_\_\_  
**AUTHORIZED SIGNATURE OVER PRINT NAME**