

TERMS OF SPECIFICATION

Travel and Tour Operator

Capacity Development Program of the Department of Tourism

Introduction to the Local Tourism Code Manual

02-04 October 2023 | Philippine International Convention Center (PICC), Pasay City

I. Background

The Office of Tourism Development Planning, Research and Information Management (OTDPRIM) will conduct a capacity development program for the MIMAROPA region on 02-04 October 2023 in Pasay City with regard to the introduction of the Local Tourism Code Manual. The program will be participated in by representatives of Local Government Units (LGUs) in the MIMAROPA region.

II. Objective

The main objective of the activity is to provide technical assistance to the MIMAROPA region with regard to the development and amendment of the LGU's Local Tourism Code.

III. Requirements

The Department of Tourism is in need of a DOT-accredited travel and tour operator, based in Metro Manila, to provide the following requirements to the Department:

1. Accommodation

- Must be DOT-accredited
- Must be located within 50km radius from PICC, Pasay City
- Must provide hotel accommodation for 100 pax; can be a twin-sharing room or triple-sharing as long as it can accommodate 100 participants
- Check-in date: 02 October 2023
- Check-out date: 04 October 2023

2. Meals

- Provision of breakfast for 100 pax on 3-4 October 2023
- Provision of dinner for 100 pax on 2-3 October 2023

IV. Payment Terms – Government mode of payment

➤ **Approved Budget for Contract: PhP 308,000.00**

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