



OFFICE OF INDUSTRY MANPOWER DEVELOPMENT

TECHNICAL SPECIFICATIONS

Training for TourISM WoRCS Desk Officers October 23-27, 2023 (Including Travel Time)

I. Procurement of Travel & Tour Operator Services for the conduct of **TourISM WoRCS Program (Tourism Integrates, Supports and Minds Women's Rights and Child Safety Program) for Desk Officer Orientation and Teaching to Lecture on October 24-26, 2023.**

II. Background and Project Description

This advocacy was first known as the Child Wise Tourism, ASEAN-wide campaign that started in 2001 in collaboration with Child Wise Australia. It is in line with the Department of Tourism's mandate to develop and promote socially-responsible tourism industry in the Philippines and promote the country as a safe and wholesome tourist destination.

In our efforts to counteract the negative impacts of tourism to women and children, a new tourism program of the DOT was launched: the **TourISM WoRCS Program**.

This program is also in line with the Anti - Human Trafficking efforts of the government.

It is a foremost need to create an active partnership among the parties for the mitigation and prevention of commercial sexual exploitation of children and women in the tourism industry.

III. Objectives

1. To orient the DOT TourISM WoRCS Desk Officers on the DOT's TourISM WoRCS Programs.
2. To equip the TourISM WoRCS Desk Officers with knowledge and skills in cascading the TourISM WoRCS Training.

IV. Minimum Requirements

- Must be a DOT accredited Travel and Tour Agency/Travel Agency/Tour Operator or Service provider
- Must be accredited with the Philippine Government Electronic Procurement System (PhilGEPS) and
- Must be willing to provide services on a send-bill arrangement

IV. Scope, Coverage and Deliverables

TRAINING DATES : October 23-27, 2022 (INCLUSIVE OF TRAVEL TIME, 1 DAY BEFORE AND 1 DAY AFTER TRAINING)

The following are the services required by the DOT:

1. Arrange and Purchase **Air fare tickets and Land Transportation (Bus fare)** from Point of Origin to Manila (round trip) for 16 pax (participants).

FLIGHT DETAILS	PASSENGER DETAILS	REQUIREMENTS
October 23, 2023 Tuguegarao-Manila 12:45pm -2:05 pm 5J 507 October 27, 2023 Manila-Tuguegarao 11:05am – 12:15pm 5J506	DOT Region 2 (1 pax)	Inclusive of: <ul style="list-style-type: none"> • 20 kilos baggage allowance • Tickets are rebookable, regular fare (not promo fare)
October 23, 2023 Legaspi-Manila 10:35am – 11:55am 5J326 October 27, 2023 Manila-Legaspi 03:20pm-4:45pm DG6195	DOT Region 5 (1 pax)	
October 23, 2023 Iloilo-Manila 10:25am-11:45am October 27, 2023 Manila-Iloilo 13:10pm-14:35pm	DOT Region 6 (1 pax)	
October 23, 2023 Cebu-Manila 10:55-12:25 October 27, 2023 Manila-Cebu 12:00 – 13:30	DOT Region 7 (1pax)	
October 23, 2023 Tacloban-Manila 13:45 – 15:15 October 27, 2023 Manila-Tacloban 11:10-12:45	DOT Region 8 (1 pax)	
October 23, 2023 Zam-Manila 17:15-19:10 October 27, 2023 Manila-Zam 04:05-05:55	DOT Region 9 (1 pax)	
October 23, 2023 CYG-Manila 10:55-12:30	DOT Region 10 (1 pax)	

October 27, 2023 Manila-CYG 16:25-18:00		
October 23, 2023 Davao-Manila 11:50-13:40 October 27, 2023 Manila-Davao 11:35-13:35	DOT Region 11 (1 pax)	Inclusive of: <ul style="list-style-type: none"> • 20 kilos baggage allowance • Tickets are rebookable, regular fare (not promo fare)
October 23, 2023 GES-Manila 10:30am-12:30pm October 27, 2023 Manila-GES 6:50am-9:00am	DOT Region 12 (1 pax)	
October 23, 2023 BXU-Manila 4:45am-6:25am October 27, 2023 Manila-BXU 13:35-15:20	DOT Region 13 (1pax)	
Bus Fare		
October 23, 2023 Baguio-Manila 8:00am October 27, 2023 Manila-Baguio 8:00am	DOT CAR (1 pax)	For purchase
October 23, 2023 La Union-Manila 8:00am October 27, 2023 Manila-La Union 8:00am	DOT Region 1 (1 pax)	
October 23, 2023 Angeles City-Manila 9:00am October 27, 2023 Manila-Angeles 9:00am	DOT Region 3 (1 pax)	
October 23, 2023 Lucena-Manila 8:00am October 27, 2023 Manila-Lucena 9:00am	DOT Region 4A (1 pax)	
October 23, 2023 Res-Manila 11:00am	DOT Region 4B (1 pax)	

October 27, 2023 Manila-Res 11:00am		
October 23, 2023 Res-Manila 11:00am	DOT NCR (1 pax)	
October 27, 2023 Manila-Res 11:00am		

2. **Accommodation with breakfast and airport transfers** for 4 nights for 20 pax on the following dates: (within Makati City)

Check-in	October 23	20 pax (16 participants and 4 resource persons)
Check-out	October 27	

3. Arrange **meals** for the 16 participants 4 Resource Persons during the conduct of training (off session)

1. October 23	Lunch and Dinner	20 pax
2. October 24	Dinner	20 pax
3. October 25	Dinner	20 pax
4. October 26	Dinner	20 pax
5. October 27	Lunch	20 pax

4. Training venue with meals – **within Makati City**

October 24-26 Seminar Proper				
Day 1 Oct. 24	Venue: Indoor	1Lunch: managed buffet	AM and PM snacks	25 pax
Day 2 Oct. 25				
Day 3 Oct. 26				

Provision of the following:

- Stable internet WIFI service for multiple devices.
- Standby banquet staff and technical personnel.
- Ensure all required training materials (Ballpens, notebooks, pentel pens, Manila paper and other required equipment and training supplies are available and functioning.

V. Project Duration

October 23-27, 2023 or upon issuance of Notice of Award.

VI. Approved Budget Cost

FOUR HUNDRED FOURTEEN THOUSAND SEVEN HUNDRED PESOS ONLY (P414,700.00) inclusive of all applicable government taxes in accordance with government procedure.

Note: The winning bid however, shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

VIII. Contact Person

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