

TECHNICAL SPECIFICATIONS

- I. **BIDDER** : Service Provider
- II. **PROJECT TITLE** : Development of Capability Building Modules for Wellness Tourism Stakeholders
- III. **INCLUSIVE DATES** : November 09 to 25, 2023
- IV. **MINIMUM REQUIREMENTS**
- Must be accredited by the DOT
 - Must be willing to provide services on send-bill arrangement

V. SCOPE AND WORK DELIVERABLES

- Provide ground arrangement with provisions for twin accommodation, full board meals, function rooms, and land transportation;

LOT 1: Workshop 1 – Development of the three (3) Filipino Brand of Wellness Module

- A. **Accommodation Requirements:** Must be DOT Accredited with Certificate to Operate.
- Cover all accommodations on twin occupancy basis (with complimentary breakfast), preferably 2-3 star properties in Clark, Pampanga on the following dates for:

Clark - 12 Twin Rooms [Check-in: November 09, 2023 | Check-out: November 12, 2023]

- B. **Transportation Service Requirements:** Must be DOT Accredited.
- Inclusive of professional driver fees, driver's accommodation, if necessary, meals, expressway toll fees, and applicable environmental fees;
 - Unutilized vehicles, if any, must not be charge to the DOT and be excluded from the final billing;

Date: November 09 and 12, 2023

No. of Units: Four (4) Unit of Van

Capacity: 4-8 seats / 10-12 hrs

- C. **Meal Requirement:** Complimentary breakfast at hotel/resort.

November 09, 2023: B, L and D for 23 pax

November 10, 2023; L and D for 23 pax

November 11, 2023: L and D for 23 pax

November 12, 2023: L for 23 pax

LOT 2: Workshop 2 – Presentation of the Three (3) Filipino Brand of Wellness Modules to and Alignment with Stakeholders

- A. **Accommodation Requirements:** Must be DOT Accredited with Certificate to Operate.
- Cover all accommodations on twin occupancy basis (with complimentary breakfast), preferably 2-3 star properties in Tagaytay on the following dates for:

Tagaytay - 12 Twin Rooms [Check-in: November 23, 2023 | Check-out: November 25, 2023]

- B. **Transportation Service Requirements:** Must be DOT Accredited.
- Inclusive of professional driver fees, driver's accommodation, if necessary, meals, expressway toll fees, and applicable environmental fees;
 - Unutilized vehicles, if any, must not be charge to the DOT and be excluded from the final billing;

Date: November 23 and 25, 2023
No. of Units: Four (4) Units of Van
Capacity: 4-8 seats / 10-12 hrs

C. **Meal Requirement:** Complimentary breakfast at hotel/resort.

November 23, 2023: B, L and D for 23 pax
November 24, 2023; L and D for 23 pax
November 25, 2023: L for 23 pax

VI. **BUDGET:**

Particulars	Amount
LOT 1 – Workshop 1	PHP 470,504
LOT 2 – Workshop 2	PHP 370,260
TOTAL AMOUNT	PHP 840,764

VII. **PAYMENT REQUIREMENTS:**


- Submission of the following documents upon completion of the project for facilitation of payment:
 - a. Original hotel/resort manifest
 - b. Original trip tickets of land transfers (van)
 - c. DOT Certification for Transportation companies and Hotel/Resort properties as proof DOT Accreditation

The winning bidder 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**

Contact Person : Jeremiah "Miah" Adao
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Approved by:


PAULO BENITO S. TUGBANG, M.D
Director
Office of Product and Market Development

Date: 24 October 2023