

Date: November 16, 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																
1 (ONE)	LOT	THREE (3) ROUND-TRIP DOMESTIC AIR TICKETS																	
		PROJECT NAME: TOURISM INDUSTRY SKILLS PROGRAM (TISP) YEAR-END ASSESSMENT WORKSHOP AND GAWAD TAGAPAGSANAY 2023																	
		OBJECTIVES: The DOT-NCR Department of Tourism – National Capital Region is in need of a Tour Operator to provide Ground Handling Services for the regional office’s participants to the Tourism Industry Skills Program (TISP) Year-End Assessment Workshop and Gawad Tagapagsanay 2023 on December 4-7, 2023 in General Santos City.																	
		TECHNICAL SPECIFICATIONS/ DELIVERABLES AND BUDGETARY REQUIREMENTS:																	
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">ITEMS</th> <th style="text-align: center;">PARTICULARS</th> <th style="text-align: center;">UNIT AMOUNT</th> <th style="text-align: center;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Air Transport for Regional Staff</td> <td>MNL-GES December 4, 2023 (With 20kg Check in baggage) Preferably: PR2455 (13:20 PM)</td> <td>Php 6,570/way + 40% surcharge (2,628) x 3 pax</td> <td style="text-align: right;">27,594.00</td> </tr> <tr> <td></td> <td>GES-MNL December 7, 2023 (With 20kg Check in baggage) Preferably: Flight PR454 (10:25 AM)</td> <td>Php 6,776/way + 40% surcharge (2,710.40) x 3 pax</td> <td style="text-align: right;">28, 459.20</td> </tr> <tr> <td style="text-align: center;">TOTAL</td> <td></td> <td style="text-align: right;">Php</td> <td style="text-align: right;">56,053.20</td> </tr> </tbody> </table>	ITEMS	PARTICULARS	UNIT AMOUNT	AMOUNT	Air Transport for Regional Staff	MNL-GES December 4, 2023 (With 20kg Check in baggage) Preferably: PR2455 (13:20 PM)	Php 6,570/way + 40% surcharge (2,628) x 3 pax	27,594.00		GES-MNL December 7, 2023 (With 20kg Check in baggage) Preferably: Flight PR454 (10:25 AM)	Php 6,776/way + 40% surcharge (2,710.40) x 3 pax	28, 459.20	TOTAL		Php	56,053.20	
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		MINIMUM REQUIREMENTS FOR TOUR OPERATOR/SUPPLIERS																	
		A. Must be accredited by the Department of Tourism; B. Must allow flexible rebooking dates for air transport with minimal fees, if applicable; C. Willing to provide services on send-bill arrangement.																	
		APPROVED BUDGET FOR THE CONTRACT Php 56,053.20 PESOS: FIFTY-SIX THOUSAND FIFTY-THREE PESOS AND 20/100 ONLY <i>inclusive of taxes and is subject to appropriate government taxes.</i>																	
		Documentary Requirements to be submitted: 1. Valid Mayor’s/Business Permit 2. PHILGEPS Registration 3. Omnibus Sworn Statement 4. DOT Accreditation Certificate																	
		TERMS OF PAYMENT 100% billing after delivery of services and send bill arrangement. Certification from the project officer of services rendered																	
		Contact Persons: MS. BEA ANNA KATRINA L. QUEÑANO blqueñano@tourism.gov.ph																	
		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 SEALED ENVELOPE 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 November 20, 2023 at 8:00 am	

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

NCR-ADMIN-PMD-004-00