

		<ul style="list-style-type: none"> - 1 unit of air-conditioned van - Inclusive of: Driver, Driver's Meals, Fuel, Parking, Toll Fees, Driver's Fee - Driver must be fully vaccinated - 9,200.00/day x 4 days = 36,800.00 <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">DATE</td> <td></td> </tr> <tr> <td>19-22 December 2023</td> <td>1 Service Vehicle for DOT-NCR Staff (Includes service from Pick up in points in Metro Manila)</td> </tr> </table>	DATE		19-22 December 2023	1 Service Vehicle for DOT-NCR Staff (Includes service from Pick up in points in Metro Manila)			
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		<i>SPEAKER'S HONORARIUM</i>							
		<ul style="list-style-type: none"> - Facilitate payment for speakers based on their number of hours of service rendered. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Speaker's Honorarium (PhP1,200/ hour)</td> <td style="text-align: right;">38,400</td> </tr> <tr> <td colspan="2">- Speaker - Php 1,200 x 32 hours</td> </tr> </table>	Speaker's Honorarium (PhP1,200/ hour)	38,400	- Speaker - Php 1,200 x 32 hours				
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		<i>MEALS</i>							
		<ul style="list-style-type: none"> - Provide Packed-Lunch and PM Snack for the participants. <ul style="list-style-type: none"> o Must include refreshments such as bottled waters or juices. - Provide AM Snack, Lunch and PM Snack for the Facilitators and Speaker <ul style="list-style-type: none"> o Must include refreshments such as bottled waters or juices. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Meals</td> <td style="text-align: right;">92,400</td> </tr> <tr> <td colspan="2">- AM Snack, Lunch and PM Snack (DOT-NCR Team, Facilitator and Speaker) (Php 220 x 3 x 5 pax x 4 days = Php 13,200)</td> </tr> <tr> <td colspan="2">- Lunch and PM Snack (Participants) (Php 220 x 2 x 45 pax x 4 days = Php 79,200)</td> </tr> </table>	Meals	92,400	- AM Snack, Lunch and PM Snack (DOT-NCR Team, Facilitator and Speaker) (Php 220 x 3 x 5 pax x 4 days = Php 13,200)		- Lunch and PM Snack (Participants) (Php 220 x 2 x 45 pax x 4 days = Php 79,200)		
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		<p><i>GIVEAWAYS</i></p> <ul style="list-style-type: none"> - Sourcing of seven (20) non-food tokens / giveaways / prizes for participants, VIP and guests. Present a variety of choices and package subject to DOT-NCR's approval. <p><i>COMMUNICATION EXPENSE</i></p> <ul style="list-style-type: none"> - Php 300 to be used for communication expense of the Project Officer <p><i>PRINTING / COLLATERAL EXPENSES</i></p> <ul style="list-style-type: none"> - Must provide 2 Roll-up Banners (80 inches x 30 inches) to be approved and designed by the Project Officer 							
		<p><i>OFFICE SUPPLIES</i></p> <p><i>Provision of the following:</i></p> <ul style="list-style-type: none"> - Badge Clip - (Php 36.00 x 50pcs) = Php 1,800.00 - ID Case - (Php 15.00 x 50pcs) = Php 750.00 - A4 Size Bond Paper - (Php 259 x 5 reams) = Php 1,295.00 - Customized Ballpen = Php 13 x 100 pcs = Php 1,300 - Manila Paper - (Php 5 x 5pcs) = Php 25 - Permanent Marker - (Php 33 x 5pcs) = Php 165 - Masking Tape - (Php 50 x 3pcs) = Php 150 - Double Sided Tape (5 pcs x 51) = Php 255 - Packing Tape (5 pcs x 62) = Php 310 - Scissors (2 pc x 158) = Php 316 - Staple Wire (3 x 42) = Php 126 <p><i>VENDOR KABUHAYAN KITS</i></p> <p><i>Provision of the following:</i></p> <ul style="list-style-type: none"> - Customized Two Piece T-Shirt: 90 pcs - Apron with Cap: 90 pcs - Cash Box: 90 pcs - Cooler Box: 90pcs - Foldable Table: 6 pcs - Foldable Chairs: 24 pcs - Signages: 90 pcs - Large Umbrellas: 6 pcs 							
		BUDGETARY REQUIREMENTS							

Strengthening Tourism through creating Opportunities and Rendering Excellent Service (S.T.O.R.E.S.) for Rizal Park Vendors; A Community-based Tourism Training	
PARTICULARS	ITEM AMOUNT
Speaker's Honorarium (Php1,200 x 16 hours)	19,200.00
Meals Speaker, DOT-NCR and NPDC Team - AM Snack, Lunch, PM Snacks (Php 220 x 3 x 5 pax x 2days = Php 6,600) 45 Participants/run (Lunch and PM Snacks) (Php 220 x 2 x 45 pax x 2days =Php 39,600)	46,200.00
Van Hire (Php 9,200 x 2 days)	18,400.00
Communication Expense (Project Officer)	300
Office Supplies - Badge Clip - (Php 36.00 x 50pcs) = Php 1,800.00 - ID Case - (Php 15.00 x 50pcs) = Php 750.00 - A4 Size Bond Paper - (Php 259 x 5 reams) = Php 1,295.00 - Customized Ballpen = Php 13 x 100 pcs = Php 1,300 - Manila Paper - (Php 5 x 5pcs) = Php 25 - Permanent Marker - (Php 33 x 5pcs) = Php 165 Masking Tape - (Php 50 x 3pcs) = Php 150 Double Sided Tape (5 pcs x 51) = Php 255 Packing Tape (5 pcs x 62) = Php 310 Scissors (2 pc x 158) = Php 316 Staple Wire (3 x 42) = Php 126	6,492.00
Vendor Kabuhayan Startup Kits - Customized Two Piece T-Shirt - (Php 299 x 2 x 45) = Php 26,910 - Apron with Cap - (Php 380 x 45) = Php 17,100 - Cash Box - (Php 599 x 45) = Php 26,955 - Cooler Box - (Php 1,499 x 45) = Php 67,455 - Foldable Table - (Php 1,530 x 3) = Php 4,590 - Foldable Chairs - (Php 479 x 12) = Php 5,748 - Signages - (Php 340 x 45) = Php 15,300 - Large Umbrellas - (Php 2,649 x 3) = Php 7,947	172,005.00
Token for VIP's, Guests, and Knowledge Check Tokens (Php 600 x 20)	12,000.00
Printing / Collateral Expenses - 1 (Roll-up Banner)	2,000.00
COST PER RUN	₱276,597.00
GRAND TOTAL (2 runs)	₱553,194.00
MINIMUM REQUIREMENTS:	
<ol style="list-style-type: none"> 1. Must be a DOT-Accredited Tour Operator 2. Duly registered Philippine company with appropriate government Agency. 3. Amenable to government procedure or send-bill arrangement and preferably with Land Bank of the Philippines account. 4. With an office in Metro Manila. 	
Documentary Requirements to be Submitted:	
<ul style="list-style-type: none"> • Valid Mayor's Business Permit • PHILGEPS Membership • DOT Accreditation Certificate • Latest Income/Business Tax Return • Duly Notarized Omnibus Sworn Statement 	
Approved Budget for the Contract (ABC): Php 553,194.00 Pesos : Five Hundred Fifty-Three Thousand One Hundred Ninety-Four Only <small>* inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon. Government procedure and subject to appropriate government taxes</small>	
Contact Persons: Mr. Mark Ryan Isidro - mjisidro@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 three (3) original sets 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 December 13, 2023 at 8:00am	

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