

Date: February 15, 2024

GENTLEMEN:

**REQUEST FOR QUOTATION**

Kindly quote to us your latest price(s) on the following item(s):

QTY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
		<b>GROUND HANDLING AND TRANSPORT SERVICES</b>	
1 (One)	Lot	<b>PROJECT NAME : REQUEST OF CULTURAL HOSTING BY THE DEPARTMENT OF FINANCE FOR THE INTERNATIONAL GROUP OF TWENTY-FOUR (G-24) TECHNICAL GROUP MEETING IN MANILA</b>	
		<p><b>I. BRIEF BACKGROUND :</b></p> <p>The G-24 or the Intergovernmental Group of Twenty-Four on International Monetary Affairs was established in 1971 and it consists countries from each of the three regions: Africa, Latin America and the Caribbean, and Asia. It operates at two levels: the political level of Ministers of Finance/Central Bank Governors and the level of officials designated as the Deputies. G-24 is a group of countries that work together to coordinate the positions of developing countries on international monetary and financial issues. G-24 membership is not strictly limited to 24 countries, and it actually had 28 full members as of December 2020.</p>	
		<p><b>II. Project/Activity :</b></p> <p>Cultural Hosting Request of the Department of Finance for the International Group of Twenty-Four (G-24) Technical Group Meeting in Manila on February 21-23, 2024</p>	
		<p><b>III. OBJECTIVES:</b></p> <ul style="list-style-type: none"> <li>➤ &lt; To strengthen international relationship among G-24 member states;</li> <li>➤ &lt;To help build community relations and cohesion, and gain new perspective;</li> <li>➤ &lt; Deeper understanding of foreign cultures centered on the national identity of the member states;</li> <li>➤ &lt;To evaluate events in the monetary field as well as any decisions which might be affected within the framework of the international monetary fund.</li> </ul>	
		<b>IV. SCOPE OF WORK / DELIVERABLES</b>	
		<p><b>Date of Engagement:</b></p> <p style="padding-left: 20px;"><b>Implementation Date</b> : February 22, 2024</p> <p style="padding-left: 20px;"><b>Area</b> : Manila</p>	
		<b>A. Technical Specifications</b>	
		<p><b>*** 2 units of HOHo Bus for the curated City Tour Package : to include the following</b></p> <ul style="list-style-type: none"> <li>• Provision of 3 DOT- Accredited Tour Guides</li> <li>• HoHo Day pass</li> <li>• All Entrance fees to Fort Santiago and National Museum of Fine Arts</li> <li>• 1 bottled water with light snack</li> <li>• Tax Inclusive</li> <li>• Pick up and drop off points at PICC and designated hotels - Century Park Hotel and Sofitel Philippine Plaza</li> </ul>	

		<b>Minimum requirements of Tour Operator:</b>	
		A. Must be accredited by the DOT and must abide to the Memorandum Circular on the Health and Safety Guidelines Governing the Operations of Travel and Tour Agencies and Tour Guides under the New Normal; B. Aid medical kit for the group; C. Willing to provide services on send-bill arrangement.	
		<b>Documentary Requirements to be Submitted:</b>	
		<ul style="list-style-type: none"> <li>• Valid Mayor's Business Permit</li> <li>• PHILGEPS Membership</li> <li>• DOT Accreditation Certificate</li> <li>• Duly Notarized Omnibus Sworn Statement</li> </ul>	
		<b>Approved Budget for the Contract (ABC):</b> <b>Php 199,500.00</b> <b>Pesos : One Hundred Ninety Nine Thousand Five Hundred Only</b> <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>	
		<b>Contact Persons:</b> <b>Ms. Mariville P. Ramos - <a href="mailto:mpramos@tourism.gov.ph">mpramos@tourism.gov.ph</a></b> - 09164340478	
		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:  <b>DOT NCR BAC SECRETARIAT</b> <b>Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat</b> <b>7840 Makati Avenue, Poblacion, Makati City</b>	
		Note: Deadline of submission is on <b>February 19, 2024 at 8:00am</b>	

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

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**PRINT NAME OF DEALER/SUPPLIER**

\_\_\_\_\_  
**ADDRESS OF DEALER/SUPPLIER**

\_\_\_\_\_  
**CONTACT NUMBER(s)**

**TIN:** \_\_\_\_\_

\_\_\_\_\_  
**LANDBANK ACCOUNT NUMBER**

\_\_\_\_\_  
**AUTHORIZED SIGNATURE OVER PRINT NAME**