

TECHNICAL SPECIFICATIONS

I. PROJECT: Purchase of International Tickets for the following flights:

- Manila to London, United Kingdom
- London, United Kingdom to Manila

II. PURPOSE/OBJECTIVE:

- To conduct compliance and operations audit of the PDOT - London on 18 - 26 May 2024 (inclusive of travel time)

III. MINIMUM REQUIREMENTS FOR SUPPLIERS:

- Must be a DOT accredited Travel and Tour Agency/Travel Agency
- Must provide appropriate travel insurance coverage
- Tickets are re-bookable and refundable
- Must be willing to provide services on a send bill arrangement

IV. SCOPE OF WORK/DELIVERABLES:

- **Passenger Details:**

- 1) REYNALDO M. ROSAS
- 2) JUNE J. GARDUQUE

- **Flight Details:**

May 18, 2024 - MNL - LHR
Preferred time: Earliest flight available

May 25, 2024 - LHR - MNL
Preferred time: Evening flights available

V. BUDGET:

- Total estimated budget is **One Hundred Ninety-One Thousand Four Hundred Six and 72/100 (Php 191,406.72)** (all inclusive)


VI. PAYMENT PROCEDURE:

- Government Procedure

VII. CONTACT PERSON

- **Ms. Rizelle Micah A. Potes**
Internal Audit Service, Office of the Director
rapotes@tourism.gov.ph
09777701590 local 310

APPROVED BY:



REYNALDO M. ROSAS, MNSA
Director IV, Internal Audit Service