

TERMS OF REFERENCE

- 1. PROJECT:** Procurement of Roundtrip International Airline Tickets
- 2. PURPOSE / OBJECTIVE:** For the participation of Mr. Timothy S. Simpao, Executive Assistant IV, to the Diving Equipment and Marketing Association (DEMA) Show 2024 in Las Vegas, Nevada on November 17 – 25, 2024.

3. MINIMUM REQUIREMENTS

- Must be a DOT Accredited Travel and Tours Agency
- Ticket must be refundable and rebookable
- Inclusive of 23kg baggage allowance per passenger
- With an additional baggage allowance of no less than 20 kg but no more than 30kg (2 ways)
- Inclusive of travel insurance

4. SCOPE

Passenger: Simpao, Timothy S. (Mr)

Flight Details:

17 November 2024

Manila to Las Vegas (with SFO layover)

Departing at 9:30AM – 10:00AM, and arriving at 10:00AM – 10:30AM (PDT)_{us}
(GMT +8)_{ph}

23 November 2024

Las Vegas to Manila (with SFO layover)

Departing at 8:00PM – 8:30PM, and arriving at 6:30AM – 7:00AM on 25 November 2024 (GMT +8)_{us}
(PDT)_{us}

5. PROPOSAL / QUOTATION MUST BE:

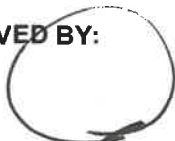
- Inclusive of VAT and other government taxes
- Must agree to Government Procurement and Send Bill Arrangement

6. TOTAL BUDGET: PHP 148,276.51 (all inclusive)

7. PROJECT OFFICER / CONTACT PERSON:

Timothy S. Simpao
Executive Assistant IV
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8. APPROVED BY:



SHAHLIMAR HOFER TAMANO
Undersecretary, TRCRG
And Chief of Staff

