

Date: August 19, 2024

GENTLEMEN:

REQUEST FOR QUOTATION

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

QTY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
		VAN HIRE/RENTAL	
1 (One)	Unit	PROJECT NAME: DOT-NCR'S PARTICIPATION TO THE 35th PHILLIPINE TRAVEL MART	
		<p>I. BRIEF BACKGROUND:</p> <p>The upcoming Philippine Travel Mart (PTM) on its 35th year, scheduled to take place from September 6-8, 2024, is longest running travel trade exhibition in the Philippines. It offers a unique platform to showcase our region's attractions, culture, and travel opportunities to a wide audience, including potential tourists, travel agents, and media representatives. Participating in this event is a strategic opportunity to boost the visibility of our region and attract more visitors.</p>	
		<p>II. OBJECTIVES:</p> <ol style="list-style-type: none"> 1. To support domestic tourism recovery by participating in the travel fair 2. To promote Metro Manila and establish new business networks in the Capital 3. To engage in business to business and business to consumer sessions with the end-view of allowing for increased tourism activity for the Capital 4. To familiarize the region's tourism stakeholders with other regional attractions and tour offerings 	
		III. SCOPE OF WORK / DELIVERABLES	
		<p>Delivery Date : September 5-8, 2024 Area : DOT Office/Points in MM to SMX Convention Center, Pasay City and vice versa</p>	
		<p>September 5, 2024 (Ingress) September 6-8, 2024 (Travel fair proper) = Total of 4 days</p> <p>- 12 hours use of van per day - 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</p>	
		<p>LEGAL/TECHNICAL/DOCUMENTARY REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Must show proof of PHILGEP's registration; 2. Must submit current Mayor's Permit; 3. DOT Accreditation Certificate 	
		<p>APPROVED BUDGET FOR THE CONTRACT (ABC) (₱36,800.00) THIRTY-SIX THOUSAND EIGHT HUNDRED PESOS ONLY <i>* inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges</i> net upon completion of the project and delivery of all requirements as agreed upon. Government procedure and subject to appropriate government taxes</p>	
		<p>Contact Persons: MS. JENNY ANNE PAUL D. GATUS - jdatus@tourism.gov.ph</p>	
		<p>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:</p> <p>DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 7840 Raya Regenerative Bldg, Makati Avenue, Makati City</p>	
		Note: Deadline of submission is on August 22, 2024 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)

Email ADDRESS

TIN: _____

LANDBANK ACCOUNT NUMBER

AUTHORIZED SIGNATURE OVER PRINT NAME

NCR-ADMIN-PMD-004-00