

Date: October 30, 2024

GENTLEMEN:

REQUEST FOR QUOTATION

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

QTY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
		LEASE OF VENUE AND ACCOMMODATION	
1 (One)	Lot	PROJECT NAME : ACCOMMODATION AND LAND TRANSFERS FOR CRUISE LINE EXECUTIVES DURING THE SEATRADE CRUISE ASIA PACIFIC (SCAP) 2024	
		<p>I. BRIEF BACKGROUND:</p> <p>The Philippines has been chosen as the official venue for the 2024 edition of Seatrade Cruise (STC) Asia this November 10 to 14, 2024 in Shangri-la the Fort, BGC. STC Asia is a must-attend for the global cruise industry, as it is the leading cruise event focusing on the potential of Asia as a destination and as a market. The event brings together key stakeholders from the cruise community to learn, network and do business in this thriving region. With many of the regional industry's key players attending, STC Asia provides an unrivalled platform for meaningful networking opportunities. The event is attended by over 40+ cruise industry figures, key decision makers, and purchasers, and is attended by cruise stakeholders ranging from itinerary planners, port agents, excursion handlers, government agencies and cruise associations.</p> <p>In line with this, the Department of Tourism (DOT) has been tapped by the official event organizer to host accommodation and land transfer arrangements in Metro Manila for selected VIPs.</p>	
		<p>II. OBJECTIVES:</p> <p>Through the sponsorship for STC 2024, the DOT aims to achieve the following:</p> <ul style="list-style-type: none"> • To maintain an aggressive presence and reinforce destination recall of the Philippines in the global cruise industry; • To showcase the Philippines as unique and cruise-friendly destination to Cruise Line Executives and Industry Leaders, and strengthen the attractiveness for cruises to call to the country; • To liaise with deployment managers of cruise line companies that are scheduled to call in the Philippines to address all their operational concerns, provide institutional support needed and ensure that all the scheduled calls will materialize; and • To eventually lead to increased foreign tourist arrivals and contribute to the Department's target arrivals for 2024. 	
		<p>III. SCOPE OF WORK / DELIVERABLES</p> <ul style="list-style-type: none"> • Ground arrangement inclusive of accommodation, land transportation services, in coordination with the DOT; <ul style="list-style-type: none"> I. Accommodation for Cruise Line Executives <ul style="list-style-type: none"> a. November 10-14, 2024 (5D4N) b. November 16-17, 2024 (2D1N) c. 20 Single occupancy rooms with breakfast d. Rooms must include a range of types fit for Cruise Line Executives e. Must provide a complimentary in-room wired or Broadband Internet and access to WIFI to guests II. Transportation for Cruise Line Executives <ul style="list-style-type: none"> a. Two units of air-conditioned vans for 3-4 days (November 11-14, 2024) b. Whole day use c. First aid kit on-board d. Itinerary within Metro Manila 	

	<p>COMPONENTS:</p> <p>➤ Accommodation <i>*All guests are considered VVIPs / Cruise Line Executives</i></p> <table border="1"> <thead> <tr> <th>Check-in</th> <th>Check-out</th> <th>Location</th> <th>Hotel</th> <th>Room Type</th> <th>Number of rooms</th> </tr> </thead> <tbody> <tr> <td>November 14, 2024</td> <td>November 14, 2024</td> <td>Makati City and BGC, Taguig City</td> <td>5 Star DOT-accredited hotel</td> <td>Single-Occupancy Rooms with breakfast</td> <td>20 rooms</td> </tr> <tr> <td>November 16, 2024</td> <td>November 17, 2024</td> <td>Makati City and BGC, Taguig City</td> <td>5 Star DOT-accredited hotel</td> <td>Single-Occupancy Rooms with breakfast</td> <td>20 rooms</td> </tr> </tbody> </table> <p>➤ Land Transportation <i>Within Metro Manila (Whole day use) for 3-4 days</i></p>	Check-in	Check-out	Location	Hotel	Room Type	Number of rooms	November 14, 2024	November 14, 2024	Makati City and BGC, Taguig City	5 Star DOT-accredited hotel	Single-Occupancy Rooms with breakfast	20 rooms	November 16, 2024	November 17, 2024	Makati City and BGC, Taguig City	5 Star DOT-accredited hotel	Single-Occupancy Rooms with breakfast	20 rooms	
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	<p>MINIMUM REQUIREMENTS:</p> <ul style="list-style-type: none"> • Ground arrangements (Room accommodation with breakfast and land transfers within Metro Manila) • Provision of airport representative to assist guests upon arrival and departure in airport. 																			
	<p>IV. TERMS OF PAYMENT</p> <p>➤ Send-Bill Arrangement of the total amount after completion of the event.</p>																			
	<p>V. LEGAL/TECHNICAL/DOCUMENTARY REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Valid Mayor's/Business Permit; 2. PhilGEPS Registration Accreditation; 3. Must be accredited by the Department of Tourism; 4. Latest Income/Business Tax Return; 																			
	<p align="center">APPROVED BUDGET FOR THE CONTRACT (ABC) Php 1,242,886.36 Pesos : ONE MILLION TWO HUNDRED FORTY-TWO THOUSAND EIGHT HUNDRED EIGHTY-SIX AND 36/100 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></p>																			
	<p>Contact Person: Mr. Ivannovich T. Agote- itagote@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 Makati Avenue, Poblacion, Makati City</p>																			
	<p>Note: Deadline of submission is on November 05, 2024 at 8:00am</p>																			

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