

Date: September 11, 2024

GENTLEMEN:

REQUEST FOR QUOTATION

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

QTY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE												
		AIR, GROUND HANDLER/TOUR OPERATOR													
1 (One)	Lot	PROJECT NAME: TOURISM MARKETING EDUCATIONAL SEMINAR 2024													
		<p>I. BRIEF BACKGROUND:</p> <p>The Tourism Promotions Board will be conducting the Tourism Marketing Seminar (TMES) with the theme 'CONNECTTOUR Bridging B2B AND B2C Marketing for Regional Tourism' maximizing the tourism officer's presence in the trade show/fairs. The program will include a 2-day seminar and a 3-day participation during the 13th Regional Travel Fair (RTF) on 24-30 September in General Santos City, South Cotabato.</p> <p>By the end of the program, seventeen (17) Best Destination Presenters will be chosen to join the TPB in the 14th Regional Travel Fair on 17-21 October 2024 in Roxas City, Capiz.</p>													
		<p>II. OBJECTIVES:</p> <p>The activity is seen to achieve the following objectives:</p> <ol style="list-style-type: none"> 1. To promote gastronomic treasures of Metro Manila to local and international delegates of the UN Tourism Forum; 2. Support the initiative of the Tourism Promotions Board in capacitating the participating LGUs in the Marketing Seminar; 3. To familiarize the region's tourism stakeholders with our regional products. 													
		III. SCOPE OF WORK / SPECIFICATIONS :													
		<p>Date of Engagement :</p> <p>Implementation Date : September 24-30, 2024</p> <p>Area : General Santos City, South Cotabato</p>													
		<p>A. Air Travel for DOT-NCR Staff</p> <p>Air travel for the following dates and details:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Date</th> <th style="text-align: center;">Cost per way</th> <th style="text-align: center;">Baggage Allowance</th> <th style="text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">September 24, 2024</td> <td>MNL – GES Php 6,149.00/way + 40% surcharge (2,459.60) x 2 pax</td> <td>7 kgs hand carry and 20 kgs check- in luggage allowance</td> <td style="text-align: right;">Php17,217.20</td> </tr> <tr> <td style="text-align: center;">September 30, 2024</td> <td>GES - MNL Php 6,604.00/way + 40% surcharge (2,614.60) x 2 pax</td> <td>7 kgs hand carry and 20 kgs check- in luggage allowance</td> <td style="text-align: right;">Php18,491.20</td> </tr> </tbody> </table>	Date	Cost per way	Baggage Allowance	Total	September 24, 2024	MNL – GES Php 6,149.00/way + 40% surcharge (2,459.60) x 2 pax	7 kgs hand carry and 20 kgs check- in luggage allowance	Php17,217.20	September 30, 2024	GES - MNL Php 6,604.00/way + 40% surcharge (2,614.60) x 2 pax	7 kgs hand carry and 20 kgs check- in luggage allowance	Php18,491.20	
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		<p>QUALIFICATION OF THE BIDDER</p> <ol style="list-style-type: none"> A. Must be accredited by the Department of Tourism; B. Must allow flexible rebooking dates for accommodation with minimal fees, if applicable; C. Third party airline must be weighing baggage by its total luggage allowance and not by piece; D. Willing to provide services on send-bill arrangement. 													
		<p>LEGAL/TECHNICAL/DOCUMENTARY REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Valid Mayor's Business Permit 2. PHILGEPS Membership 3. DOT Accreditation Certificate 													

		APPROVED BUDGET FOR THE CONTRACT (ABC) (Php 35,708.40) PESOS : THIRTY-FIVE THOUSAND SEVEN HUNDRED EIGHT AND 40/100 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.	
		Contact Persons: Ms. Collins Karla E Telmo - cetelmo@tourism.gov.ph Ms. Jenny Anne Paul D. Gatus - jdgatus@tourism.gov.ph	
		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: DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 7840 Raya Regenerative Bldg., Makati Avenue, Makati City	
		Note: Deadline of submission is on September 16, 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