

DEPARTMENT OF TOURISM
National Capital Region
Telefax: 8553-3530
Direct Line: 8553-3531/09202909993
Email: dotncr.bac@tourism.gov.ph

Date: October 11, 2024

GENTLEMEN:

REQUEST FOR QUOTATION

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

QTY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
		AIRLINE TICKET (TOUR OPERATOR)	
1 (One)	Lot	PROJECT NAME : DOT-NCR'S Participation to the 14th Regional Trade Fair (RTF) featuring "Experience Western Visayas"	
		<p>I. BRIEF BACKGROUND :</p> <p>The Tourism Promotions Board (TPB) Philippines, the marketing and promotions arm of the Department of Tourism (DOT), is set to host the 14th Regional Travel Fair (RTF) in Roxas City, Capiz from October 17 to 22, 2024. As one of TPB's flagship programs, the RTF serves as a platform for host regions to highlight their unique tourism assets in collaboration with local government units and industry stakeholders. For its 14th edition, the spotlight is on the Western Visayas region, made up of the provinces of Aklan, Antique, Capiz, Iloilo, Guimaras, and Negros Occidental.</p>	
		<p>II. OBJECTIVES:</p> <p>The activity is seen to achieve the following 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, particularly its Philippines Hop On-Hop Off project, and establish new business networks. 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. 	
		<p>III. SCOPE OF WORK / SPECIFICATIONS :</p>	
		<p>Date of Engagement:</p> <p>Implementation Date : October 17 and 22, 2024 Area : Roxas City (RXS)</p>	
		<p>➤ One (1) ROUNDTRIP TICKET Manila - Roxas City – Manila</p> <p>October 17, 2024</p> <ul style="list-style-type: none"> • Manila (MNL) - Roxas City (RXS) • Preferably morning flight <p>October 22, 2024</p> <ul style="list-style-type: none"> • Roxas City (RXS) - Manila (MNL) • Preferably after lunch or afternoon fligh 	
		<p>Minimum Requirements:</p>	
		<ol style="list-style-type: none"> A. Ticket is re-bookable, re-routable, and refundable B. Rebooking fee must be included in the total airfare C. Include at least 20kgs baggage allowance and at least 7kg carry-on bag allowance D. With pre-select seats 	
		<p>Documentary Requirements to be Submitted:</p>	
		<ol style="list-style-type: none"> 1. Mayor's Business Permit 2. PHILGEPS Registration Number 3. DOT Accreditation Certificate 	

		Approved Budget for the Contract (ABC): Php 16,731.40 Pesos : Sixteen Thousand Seven Hundred Thirty One and Forty Centavos Only <i>* 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.</i> <i>Government procedure and subject to appropriate government taxes</i>	
		Contact Persons: ALEXANDRA MARIE D. JAMORA - adjamora@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 Makati Avenue, Poblacion, Makati City	
		Note: Deadline of submission is on October 15, 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