

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

Date: November 27, 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
		<b>VEHICLE HIRE/RENTAL OF DOT-ACCREDITED TOURIST TRANSPORT</b>	
<b>1 (ONE)</b>	<b>Unit</b>	<b>PROJECT NAME : REGIONAL PHILIPPINE TOURISM AWARDS RECOGNITION AND STAKEHOLDERS' APPRECIATION</b>	
		<p><b>I. BRIEF BACKGROUND :</b></p> <p>The Department of Tourism is staging the 2024 Philippine Tourism Awards (PTA) envisioned to become the highest and most prestigious citation in the Philippine Tourism. It is the reinvention of the former Kasama sa Lakbay Kaunlaran ng Bayan (KALAKBAY) Awards and Tourism Star Philippines, and conceived to be the pinnacle and most esteemed accolade in the realm of Philippine Tourism that will pay tribute to the past while recognizing the present and future achievements of tourism industry as an economic driver.</p>	
		<p><b>II. OBJECTIVE :</b></p> <ul style="list-style-type: none"> <li>• For the official use of DOT-NCR personnel as organizer for the conduct of Regional Philippine Tourism Awards Recognition and Stakeholders' Appreciation</li> </ul>	
		<p><b>III. TECHNICAL SPECIFICATIONS :</b></p>	
		<p><b>Date of Engagement : 03 December 2024</b></p> <p><b>Area : Metro Manila</b></p>	
		<p><b>IV. SCOPE OF SERVICE :</b></p>	
		<ul style="list-style-type: none"> <li>• One (1) unit of air-conditioned Van</li> <li>• 12 Hours of use (actual time of reporting to be advised)</li> <li>• Inclusive of Driver, Driver's Meals, Fuels, Parking, Toll Fees, Driver's Fee</li> <li>• First Aid Kit On-Board</li> <li>• Driver's phone is internet-provided</li> <li>• With Waze directional app</li> <li>• Driver that can be contacted via viber</li> <li>• Itinerary within Metro Manila</li> </ul>	
		<p><b>Terms of Payment :</b></p> <ul style="list-style-type: none"> <li>➤ willing to engage in send bill arrangement.</li> </ul>	
		<p><b>Documentary Requirements to be Submitted:</b></p>	
		<ul style="list-style-type: none"> <li>• Mayor's Business Permit</li> <li>• PHILGEPS Membership</li> <li>• DOT Accreditation Certificate</li> </ul>	
		<p><b>Approved Budget for the Contract (ABC):</b> <b>Php 9,200.00</b> <b>Pesos : Nine Thousand Two Hundred Only</b></p> <p><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></p> <p><b>Government procedure and subject to appropriate government taxes</b></p>	

		<b>Contact Persons:</b> <b>ANA LIZA M. LUCAS-</b> <a href="mailto:amlucas@tourism.gov.ph">amlucas@tourism.gov.ph</a>	
		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: <b>DOT NCR BAC SECRETARIAT</b> <b>Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat</b> <b>7840 Makati Avenue, Poblacion, Makati City</b>	
		Note: Deadline of submission is on <b>December 02, 2024 at 8:00am</b>	

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

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**PRINT NAME OF DEALER/SUPPLIER**

\_\_\_\_\_

**ADDRESS OF DEALER/SUPPLIER**

\_\_\_\_\_

**CONTACT NUMBER(s)**

\_\_\_\_\_

**Email Address**

**TIN:** \_\_\_\_\_

\_\_\_\_\_

**LANDBANK ACCOUNT NUMBER**

\_\_\_\_\_

**AUTHORIZED SIGNATURE OVER PRINT NAME**