



TECHNICAL SPECIFICATIONS

I. PROJECT TITLE

MOBILE INSPECTION AND ACCREDITATION PROJECT IN THE PROVINCE OF PALAWAN (SOUTH PALAWAN CLUSTER)

Host Agency: DEPARTMENT OF TOURISM – MIMAROPA
Date: March 3 to 12, 2025
Location: Province of Palawan (South Palawan Cluster)

II. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

- A. Must be **PHILGEPs REGISTERED**
- B. Must be a **Tour Operator/ Travel and Tour Agency/ Tourist Land Transport Operator based in Palawan**
- C. Must be willing to provide services on a **send bill arrangement**
- D. Must comply with the detailed services specified in **Item IV of the TOR**

III. DOCUMENTARY REQUIREMENTS

- Current Mayor's / Business Permit
- PHILGEPs' Registration Number
- Registration Certificate from SEC or DTI
- Original or certified true copy of duly notarized Omnibus Sworn Statement

IV. SCOPE OF WORK / DELIVERABLES:

Transportation Requirements

1. Van Hire - **One (1) unit** - March 3 and 12, 2025
- **Two (2) units** - March 6 to 11, 2025

- Inspection of Tourism Enterprises in the Municipality of Aborlan
- Inspection of Tourism Enterprises in the Municipality of Narra
- Inspection of Tourism Enterprises in the Municipality of Sofronio Española
- Inspection of Tourism Enterprises in the Municipality of Brooke's Point
- Inspection of Tourism Enterprises in the Municipality of Quezon
- Inspection of Tourism Enterprises in the Municipality of Rizal
- Inspection of Tourism Enterprises in the City of Puerto Princesa
- Two (2) units of van with clean and comfortable seats
- Preferably a van unit with spacious leg room
- Passengers: Team 1
 1. Mr. Michael John A. Nicolas
 2. Mr. Mark Leonard A. Dela Cruz
 3. Tourism Officer/Staff

Team 2

1. Mr. Ronald S. Bautista
2. Mr. Robert S. Cabalu
3. Tourism Officer/Staff

2. Date of Inspection:

March 3, 2025 (1 van) in Transfer from PPC to Batarraza and Inspection

March 6, 2025 (2 vans)

Van 1 - Inspection in Batarraza then proceed to Brooke's Point

Van 2 – Inspection in Batarraza then proceed to Rizal

March 7, 2025 (2 vans)

Van 1 – Continuation of inspection in Brooke's Point then proceed to Narra

Van 2 – Inspection in Rizal then proceed to Quezon

March 8, 2025 (2 vans)

Van 1- Inspection Narra

Van 2 – Inspection in Quezon

March 9, 2025 (2 vans)

Van 1 – Inspection in Aborlan then proceed to PPC

Van 2 – Inspection in Aborlan then proceed to PPC

March 10, 2025 (2 vans)

Van 1 – Inspection in Puerto Princesa City

Van 2 – Inspection in Puerto Princesa City

March 11, 2025 (2 vans)

Van 1 – Inspection in Puerto Princesa City

Van 2 – Inspection in Puerto Princesa City

March 12, 2025 (1 van)

Pick-up and drop off from accommodation to PPC Airport

3. Shall provide transport service within the Province of South Palawan for 10 hours/day to DOT MIMAROPA representatives.
4. Shall provide undivided time and service to DOT MIMAROPA on **March 3 to 12, 2025**.
5. Shall provide first aid kit, driver's fee, lodge and meals, fuel, toll fees (if applicable), and other charges.
6. Shall provide professional, knowledgeable in the area and non-smoking driver.

V. BUDGET

Budget for this procurement is **Ninety-Nine Thousand Pesos (Php 99,000.00)**, inclusive of amenities and all government taxes and service charges as defined in this Terms of Reference.

In the event that DOT is able to secure sponsorships, the corresponding value must be deducted from the total invoice amount.

The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

VI. CONTACT PERSON

Name : Mr. Michael John A. Nicolas
DOT-MIMAROPA Regional Office
Contact numbers : (0917) 105 7971
Email Address : dot4bonline@gmail.com